

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 – OPEN SESSION

Date: Tuesday, September 21, 2021
Time: 10:00 – 11:30 a.m.
Place: Zoom/Western Interdisciplinary Research Centre (WIRB) Room 3000

- 1.0 [Land Acknowledgement](#)
- 2.0 Approval of Agenda & Minutes
 - 2.1 Adoption of Agenda – Open Session Approval
 - 2.2 [Approval of the Open Session Minutes of the Meeting of June 17, 2021](#) Approval
 - 2.3 Business Arising from the Minutes Information
- 3.0 [Report of the President \(A. Shepard\)](#) Information

AGENDA

- 4.0 Committee and Senate Reports
 - 4.1 Report of the Property & Finance Committee See 5.1
 - 4.2 Report of the Audit Committee
 - 4.2(a) [Audited Financial Statements for the Year Ended April 30, 2021](#) Approval
 - 4.3 Report of the Senior Policy & Operations Committee See 5.3
 - 4.4 Report of the Governance and By-Laws Committee

| | | |
|--------|--|-------------|
| 4.4(a) | Revisions to Special Resolution No. 1–A – Terms of Reference of the Governance and By-Laws Committee | Approval |
| 4.4(b) | Revisions to Special Resolution No. 1-C – Terms of Reference of the Fund Raising & Donor Relations Committee | Approval |
| 4.4(c) | Revisions to Special Resolution No. 1–L – Terms of Reference of the Audit Committee | Approval |
| 4.4(d) | Revisions to Special Resolution No. 1-B – Terms of Reference of the Property & Finance Committee | Approval |
| 4.4(e) | Revisions to Special Resolution No. 1-M - Terms of Reference of the Senior Policy and Operations Committee | Approval |
| 4.4(f) | Revisions to Special Resolution No. 9 – Election Procedures | Approval |
| 4.4(g) | Revisions to MAPP Policy 1.51, Policy on Establishing University Policies & Procedures | Approval |
| 4.4(h) | Amendment of the Board By-Law No. 1 | Approval |
| 4.5 | Report of the Fund Raising and Donor Relations Committee | See 5.5 |
| 4.6 | Report of the McIntosh Gallery Committee | See 5.6 |
| 4.7 | Reports Referred from Senate | See 5.7 |
| 5.0 | Consent Agenda | Approval |
| 5.1 | Items from the Property & Finance Committee | |
| 5.1(a) | New Scholarships, Awards, and Prizes | Information |
| 5.1(b) | Heart & Stroke/Barnett-Ivey Chair | Information |
| 5.2 | Items from the Audit Committee | |
| 5.2(a) | Equity and Human Rights Annual Report | Information |
| 5.2(b) | Western Retirement Plans Report to the Audit Committee | Information |

- 5.3 Items from the Senior Policy & Operations Committee
 - 5.3(a) [Senior Appointments](#) Information
 - 5.3(b) [Board Committee Membership](#) Information
- 5.4 Items from Governance & By-Laws Committee See 4.4
- 5.5 Items from the Fund Raising and Donor Relations Committee
 - 5.5(a) [Quarterly Fundraising Report to April 30, 2021](#) Information
 - 5.5(b) [Quarterly Fundraising Report to July 31, 2021](#) Information
- 5.6 Items from the McIntosh Gallery Committee
 - 5.6(a) [Announcement of a Chair and Vice-Chair of the McIntosh Gallery Committee](#) Information
 - 5.6(b) [Transfer of Works by Michael T. Bidner](#) Information
 - 5.6(c) [Acquisition of Drawing by Roly Fenwick](#) Information
 - 5.6(d) [Acquisition of Drawing by Vera Frenkel](#) Information
 - 5.6(e) [Acquisition of Drawing Sheila Butler](#) Information
 - 5.6(f) [2020-2021 Annual Report for the McIntosh Gallery](#) Information
 - 5.6(g) [McIntosh Gallery Year End Financial Statement](#) Information
- 5.7 Items Referred by Senate
 - 5.7(a) [Academic Administrative Appointments](#) Information
- 6.0 Items removed from the Consent Agenda
- 7.0 Questions from Members for the Open Session
- 8.0 Other Business
- 9.0 Adjournment to Closed Session

Pause for Lunch (11:30-12:30 p.m.)
followed by the Closed Session (12:30 – 4:30 p.m.)

ITEM 1.0 - Land Acknowledgement

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION/DISCUSSION

EXECUTIVE SUMMARY:

A land acknowledgement will be offered.

ITEM 2.1 - Adoption of Agenda – Open Session

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

Recommended: That the Agenda for the Open Session be approved as circulated.

ITEM 2.2 - Approval of Minutes

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

Recommended: That the open session minutes of the meeting held June 17, 2021 be approved as circulated.

ATTACHMENTS:

2.2 [Open Session Minutes of the Meeting of June 17, 2021](#)



MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS

JUNE 17, 2021 – OPEN SESSION

The meeting was held at 1:00 p.m. on Zoom.

- PRESENT: R. Konrad, Chair
 A. Bryson, Secretary
- | | |
|------------|---------------|
| M. Banik | C. Rorabeck |
| S. Bennett | B. Ross |
| W. Boye | A. Shepard |
| G. Dick | S. Shortreed |
| K. Gibbons | D. Simmonds |
| D. Keddy | C. Stephenson |
| M. Lerner | M. Surkont |
| G. Parraga | J. Toswell |
| S. Pitel | S. Trosow |
| G. Pollock | H. Usher |
- By Invitation: A. Blackburn-Evans, R. Chelladurai, L. Logan, E. Mallory,
 L. O’Blenis, J. O’Hagan, S. Prichard, T. Rice,
 L. Rigg [Lesley]
- Secretariat L. McKivor, M. O’Connor, C. Price, L. Rigg [Lisa]
Resource:
- Regrets: C. Burghardt-Jesson, L. Hasenfratz, E. Holder, J. Kum,
 S. Neiman, P. Thomlinson

Welcome and Chair’s Remarks

R. Konrad welcomed Board members to the open session and condemned the recent attack on the family targeted as a result of their Islamic faith. He affirmed Western’s commitment to supporting religious freedom, diversity, equity, and inclusion. He noted a moment of silence in recognition of the family that was impacted by the attack.

He concluded his remarks by acknowledging the completed terms of D. Keddy and P. Thomlinson on the Board of Governors and thanked them for their contributions to the Board and to the greater Western community.

Land Acknowledgement

S. Shortreed offered a Land Acknowledgement.

Adoption of Agenda – Open Session

It was moved by G. Parraga, seconded by C. Rorabeck,

That the agenda for the Open Session be approved as circulated.

CARRIED

BG.21-95 **Minutes of the Previous Meeting**

It was moved by H. Usher, seconded by S. Shortreed,

That the open session minutes of the meeting of April 22, 2021 be approved as circulated.

CARRIED

BG.21-96 **Business Arising from the Minutes**

There were no items noted as business arising from the April 22, 2021 minutes.

BG.21-97 **REPORT OF THE PRESIDENT**

The Report of the President, distributed with the agenda, consisted of the following topics:

- The President acknowledged the recent attack on the Muslim family in London
- The President acknowledged the loss of the Indigenous children and youth whose graves were found in British Columbia in association with a residential school
- The University has made great progress in the recommendations outlined by The University's Anti-Racism Working Group with many of them nearing completion or fully completed
- The University had its strongest year of enrollment during the 2020-2021 academic year and projects that enrollment will be equally strong for the 2021-2022 year
- The University's international QS ranking has risen from 203 to 170
- The President thanked retiring Dean B. A. Younker (Faculty of Music) and

Interim Dean J. Finnegan (Social Science) for their service to the University

- The University will conduct a virtual convocation celebration on Friday, June 18, 2021 including musical performances and a presentation by Ivan Coyote

The President concluded his report by acknowledging an article recently published by the Toronto Star that cited Western's commitment to in-person learning in the fall and spoke favorably about the University's decision to return to in-person learning.

AGENDA

ITEMS REFERRED BY SENATE

BG.21-98 **Draft University Strategic Plan, *Towards Western at 150***

A. Shepard presented the draft University Strategic Plan, *Towards Western at 150*. He thanked the strategic planning committee for their support for all their work in developing the plan.

It was moved by W. Boye, seconded by G. Pollock,

That the Board of Governors approve the strategic plan, *Towards Western at 150*, attached as ITEM 4.7(a-1).

The Board members discussed the draft strategic plan. During the discussion the following points were noted:

- A Board member felt that anti-racist and black or anti-black racism was not prominent enough within the strategic plan, noting that the plan stated persons of color and equity, diversity, and inclusion but not anti-black racism.
- It was felt that equity, diversity, and inclusion was inclusive of black lives and the strategic plan appropriately addresses the concerns and comments raised during the consultation process. It is important to not single out specific groups and compare injustice between populations when acknowledging the desire to address racism
- Specific issues such as anti-black racism could be addressed during execution of the strategic plan
- It was raised that the strategic plan lacks defined metrics that would support the University's desire for growth, and it is important that metrics be prioritized to monitor and capture changes in growth
- The University will prioritize growth at both the undergraduate and graduate level along with post-secondary opportunities for growth

including programming focused on lifelong learning

- Many of the points of discussion raised can be addressed during the execution of the strategic plan. It is important for the strategic plan to focus on the pressing issues of the institution

CARRIED with one opposed (H. Usher)

BG.21-99 **Status of the Rotman Institute of Philosophy**

L. Rigg [Lesley] presented the Rotman Institute of Philosophy for approval as shown in item 4.7(b). She stated that the Rotman Institute has moved through the process of becoming a formal research institute over the past year. She reported that it has been approved by the University Research Board and the Senate and is now coming to the Board for approval.

A Board member inquired what levels of governance will be implemented at the new institute. L. Rigg [Lesley] reported that the University is working to standardize the governance process across all formal institutes at Western and will have four levels to assist in overseeing the governance process.

It was moved by D. Keddy, seconded by H. Usher,

That the Board of Governors approve that the Rotman Institute of Philosophy be established effective June 17, 2021.

CARRIED

BG.21-100 **Update on Western Research Parks**

L. Rigg [Lesley] along with L. O'Brien from Stiletto Consulting provided an update on Western Research Parks to the Board for information. During her presentation, she highlighted the following:

- The Research and Technology Parks established in Canada
- Innovative activity
- Components for Cluster, Park and Innovation District Development
- Progress Update
- Sector Strength/Opportunity
- Government and Industry funding to Western University by theme
- Lessons learned
- Draft recommendation framework

Following the presentation, Board members engaged in discussion regarding the Research Parks noting the following:

- The Western Research Parks need to work more closely with local and

regional industries and national networks to engage and establish connections between industry and institutional research, and not solely focus on student engagement and retention

- Multi-layered funding supports both public and private partnerships
- The notion of a theme that individuals can support is imperative to the success of partnerships
- The environmental scan of the Western Research Parks has provided the University with an idea of how the research parks are currently positioned nationally and globally, but also outlined strengths that should be recognized and areas for improvement that can be addressed institutionally, such as the research parks position as part of London's economic development

BG.21-101 **UNANIMOUS CONSENT AGENDA**

It was moved by B. Ross, seconded by H. Usher,

That the items listed in the Unanimous Consent Agenda with the exception of item 5.3(c) be approved or received for information.

CARRIED

ITEMS FROM THE PROPERTY & FINANCE COMMITTEE

BG.21-102 **New Scholarships, Awards, and Prizes**

The new scholarships, awards, and prizes approved by the Property and Finance Committee, on behalf of the Board of Governors, were provided for information in Item 5.1(a).

BG.21-103 **Report of the Investment Committee**

The report of the Investment Committee was provided for information in Item 5.1(b).

BG.21-104 **Semi-Annual Ratio Report on Non-Endowed Funds**

The Semi-Annual Ratio Report on Non-Endowed Funds was provided for information in Item 5.1(c).

BG.21-105 **2020-21 Operating Budget Update as at April 30, 2021**

The 2020-21 Operating Budget Update as at April 30, 2021 was provided for information in Item 5.1(d).

BG.21-106 **2020-21 Ancillary Financial Report as at April 30, 2021**

The 2020-21 Ancillary Financial Report as at April 30, 2021 was provided for information in Item 5.1(e).

ITEMS FROM THE SENIOR POLICY & OPERATIONS COMMITTEE

BG.21-107 **University Discipline Appeal Committee (UDAC) - Membership**

The following individuals were acclaimed to fill the vacancies for the University Discipline Appeal Committee (UDAC) for the remainder of the term (to June 30, 2021).

Chris Sherrin (Chair)(Faculty), Dana Broberg, Student, (GRAD)

BG.21-108 **Schedule of Board and Committee Meetings**

The confirmed schedule of Board and Committee meetings for the 2021-22 year was provided for information in Item 5.3(b).

BG.21-109 **Annual Report on Gender Based and Sexual Violence**

The Annual Report on Gender Based and Sexual Violence was provided for information in Item 5.3(d).

ITEMS FROM THE MCINTOSH GALLERY COMMITTEE

BG.21-110 **Acquisition of Drawings by Myfanwy MacLeod**

The approval of the acquisition of drawings by Myfanwy MacLeod by the McIntosh Gallery Committee was provided for information in Item 5.6(a).

ITEM REFERRED BY SENATE

BG.21-111 **Revisions to MAPP 7.14 – Policy and Procedures for Ethical Review of Research Involving Human Participants**

It was moved by B. Ross, seconded by H. Usher,

That the Board of Governors approve the amendments to MAPP 7.14, Policy and Procedures for Ethical Review of Research Involving Human Participants effective June 17, 2021.

CARRIED (Unanimous Consent)

BG.21-112 **Academic Administrative Appointments (May)**

The academic administrative appointments for May 2021 were provided for information in Item 5.8(b).

BG.21-113 **Report of the COU Academic Colleague (June)**

The June report of the COU Academic Colleague was provided to the Board for information in item 5.8(c).

BG.21-114 **Renewal of the Articulation Agreement for the Admission of Graduates of the Nutrition and Food Service Management Diploma Program at Centennial College into the Bachelor of Science (Foods and Nutrition) Program at Brescia University College**

It was moved by B. Ross, seconded by H. Usher,

That the Board of Governors approve that, effective May 1, 2021, graduates of the Nutrition and Food Service Management Diploma Program at Centennial College be admitted to the Bachelor of Science (Foods and Nutrition) Program at Brescia University College (Honours Specialization in Nutrition and Dietetics, Honours Specialization in Foods and Nutrition, Specialization in Foods and Nutrition), as set out in the articulation agreement shown in Item 5.8(d).

CARRIED (Unanimous Consent)

BG.21-115 **Renewal of the Articulation Agreement for the Admission of Graduates of the Food Nutrition Management Program at Fanshawe College into the Bachelor of Science (Foods and Nutrition) Program at Brescia University College**

It was moved by B. Ross, seconded by H. Usher,

That the Board of Governors approve that, effective May 1, 2021, graduates of the Food Nutrition Management Program at Fanshawe College be admitted to the Bachelor of Science (Foods and Nutrition) Program at Brescia University College (Honours Specialization in Nutrition and Dietetics, Honours Specialization in Foods and Nutrition, Specialization in Foods and Nutrition), as set out in the articulation agreement shown in Item 5.8(e).

CARRIED (Unanimous Consent)

BG.21-116 **ITEMS REMOVED FROM CONSENT AGENDA**

Annual Report of the Code of Student Conduct

A Board member requested that Item 5.3(c) The Annual Report of the Code of Student Conduct be removed from consent to note that the report should not be coming to the Board of Governors and instead the Board should be receiving a report from the University Discipline Appeal Committee (UDAC) providing a consolidated high level report.

A. Bryson, University Secretary (University Secretariat) noted that a change occurred years ago that the report should come from the Associate Vice-President (Student Experience) and is supposed to include information on the appeals from UDAC and the deposition of these appeals. She stated that the University Secretariat will review how the report comes forward to future Board meetings.

BG.21-117 **QUESTIONS FROM MEMBERS**

None noted.

BG.21-118 **OTHER BUSINESS**

No other business was noted.

ADJOURNMENT TO CONFIDENTIAL SESSION

The meeting adjourned to the confidential session at 2:19 p.m.

R. Konrad
Chair

A. Bryson
University Secretary

ITEM 2.3 - Business Arising from the Minutes

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

There is no business arising at this time.

ITEM 3.0 - Report of the President

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

A. Shepard will provide the Report of the President.

ATTACHMENT(S):

[Report of the President](#)

REPORT OF THE PRESIDENT

To: Board of Governors
From: Alan Shepard
Date: September 14, 2021
Re: Quarterly Report

Dear Governors,

Welcome back. I hope you enjoyed the summer and had an opportunity to recharge following all the challenges of the past year. A great deal has transpired since we last met three months ago. The following report highlights a select number of noteworthy developments since my last report to the Board of June 17. I will provide additional information and updates on developing situations in my oral report.

Response to sexual assault allegations and student death: Last evening, September 13, I issued a broadcast email to all students, faculty, and staff concerning the disturbing allegations and reports of sexual assault on campus during the past week. The details of that communication are posted online at: <https://news.westernu.ca/2021/09/president-shepard-on-community-safety/> Security has been heightened on campus, we are communicating widely to ensure students know counseling supports are available, and we continue to work with London Police Services to investigate the allegations circulating on social media. By tragic coincidence, this past weekend also saw the senseless death of first-year student Gabriel Neil, who died of injuries he sustained in an assault near campus. We are devastated and heartbroken for Gabriel's family, friends, and all who knew him. I will provide an update in my oral report on the most recent developments related to the details of this terribly difficult start to the new academic year.

COVID-19 update: Informed by advice from public health authorities, community members, infectious disease experts, employee groups, and by instructions outlined in a [new COVID-19 framework released by the provincial government on August 31](#), Western and its affiliated university colleges have implemented [a robust vaccine policy and set of health and safety precautions](#) designed to support a full return to in-person learning. We are encouraged by evidence of a very high vaccination rate within our community. Employees are tracking at 97%, students at 98%, and students living in residence at 99%. To help address questions and concerns regarding our return to campus, we hosted a virtual town hall on September 7, and also a virtual Q&A on September 10 with Dr. Michael Silverman, Chair of Infectious Diseases at the Schulich School of Medicine & Dentistry. Recordings of these sessions, along with our most

recent updates are available online at:

<https://www.uwo.ca/coronavirus/updates/index.html#>

I will provide a further update on our return-to-campus plan in my oral report.

Positive response to new strategic plan: During a year of so much challenge, uncertainty, and constant reacting to events beyond our control, our launch of [Towards Western at 150](#) was a highlight for me. The opportunity to engage thousands of colleagues and students in thinking about Western's future potential was invigorating and inspiring. Response to the plan has been overwhelmingly positive, providing us with a strong mandate to pursue the priorities outlined within it. I am deeply grateful to all Board and community members who helped shape the plan through their participation, with special thanks to [the 36-member strategic planning committee](#) who led the nearly 100 consultation sessions with the larger Western community. I look forward to working with all campus leaders and community members as the hard work of implementation gets underway this fall.

Government funding support for Western research: Several funding announcements made by the provincial and federal governments this summer brought good news to Western, including:

- [\\$3.3M from the National Sciences & Engineering Research Council and the Nuclear Waste Management Organization](#) supporting multidisciplinary research led by **Jamie Noël**, **Lyudmila Goncharova**, **David Shoemith**, and **Desmond Moser** to develop strategies for the safe storage of nuclear fuel waste
- [\\$9.7M from the Ontario Research Fund](#) supporting 16 Western research projects led by researchers in Faculties across campus, including **Aaron Fenster's** (Medical Biophysics) development of novel 3D imaging which is advancing techniques for diagnosing cancer
- [\\$10M from FedDev Ontario](#) supporting creation of a new regional health technology hub in which Western will participate as a partner with the University of Waterloo
- [\\$12M from the Canadian Institutes of Health Research](#) supporting 15 Western researchers, including **Diana Lewis'** (Indigenous Studies, Geography & Environment) study on the effects of industrial developments on Indigenous populations

Western rises in QS World University Rankings: Western rose 33 spots in the most recent [Quacquarelli Symonds Limited \(QS\) ranking](#) released in June, placing us 170th among the world's leading universities. The annual ranking measures institutions on reputation, teaching, research and scholarship, and global outreach. Among Canadian and Ontario universities, Western placed eighth and fourth, respectively. Though rankings represent only a moment in time and while every assessment model has its

unique limitations, it is gratifying to see our collective efforts recognized among the world's top 200 universities.

Scholarships established to honour victims of anti-Muslim attack: Following the horrific murder on June 7 of the family of engineering alumna and PhD candidate **Madiha Salman** and her husband **Salman Afzaal**, a kinesiology graduate, Western is raising funds to establish two memorial scholarships in their names. Paying tribute to Madiha, one will be awarded annually to a full-time female graduate student enrolled in a master's or doctoral program in the Department of Civil & Environmental Engineering whose research is focused on environmental. Paying tribute to Salman, the other scholarship will be awarded annually to a full-time graduate student enrolled in a master's or doctoral program in health and rehabilitation sciences.

Accolades: Congratulations to the following campus community members who, among others, received special honours during the summer months:

- *Twelve faculty named Canada Research Chairs*, including **Lauren Cipriano** (Healthcare Analytics, Management & Policy); **Jody Culham** (Immersive Neuroscience); **Spy Dénommé-Welch** (Indigenous Arts, Knowledge & Education); **Beth Gillies** (Polymeric Biomaterials); **Matthew Grol** (Musculoskeletal Biology & Health); **Jessica Prodder** (Genital Immunology & Prevention of Sexually Transmitted Infections); **Katreena Scott** (Ending Child Abuse & Domestic Violence); **Andy Sun** (Nanomaterials for Energy Conversion & Storage); **Jane Thornton** (Physical Activity, Health & Smart Technology); **Ana Luisa Trejos** (Wearable Mechatronics); **Francesca Vidotto** (Foundations of Physics); and **Ying Zheng** (Chemical Reactions & Intensification).
- *Five PhD candidates named Vanier Canada Graduate Scholars*, including **Elmond Bandaiko** (Geography & Environment); **Lorna Ferguson** (Sociology); **Olivia Ghosh-Swaby** (Neuroscience); **Samir Hamadache** (Biochemistry); and **Peter Zeng** (Schulich MD/PhD program).
- *Nine research projects awarded CFI grants through the John R. Evans Leaders Fund*, including support for **Anita Christie** (Kinesiology); **Matthew Grol** (Physiology & Pharmacology); **Amanda Grzyb** (FIMS); **Arghya Paul** (Chemical & Biochemical Engineering); **Ayan Sadhu** (Civil & Environmental Engineering); **Gary Shaw**, **Jimmy Dikeakos**, and **Peter Stathopoulos** (Biochemistry); **Kevin Shoemaker** and **Keith St. Lawrence** (Kinesiology); **Lars Stenthof** (Economics); and **Matthew Teeter** (Medical Biophysics).
- *Three students named among first recipients of Western's new National Indigenous Scholars*, including **Nicholas Keller**, Ojibway from Walpole Island First Nation, Bkejwanong Territory (Social Science); **Delainey Mattern**, Métis from Sherwood Park, AB, and Fort Smith Settlement (Schulich Medicine & Dentistry); and **Isabel Savard**, Naicatchewan First Nation. Each scholar receives

\$50,000 over three years.

- **Professor Carolyn McLeod** (Philosophy and Women's Studies & Feminist Research) *named Fellow of the Royal Society of Canada.*
- **Professor Catherine Neish** (Earth Sciences) *named a member of the RSC's College of New Scholars, Artists & Scientists.*
- *Six exceptional secondary students enter Western as Schulich Leader Scholars, including **Andréa Jackson**, from Orillia, ON (Mathematics); **Christian Goff**, from Mississauga, ON (Software Engineering); **Aimee Petrea Chripuci**, from Bolton, ON (Science); **Mandric Sittaro**, from London, ON (Science); **Shaelagh Stephan**, from Martensville, SK (Engineering); and **Daniel Wepler**, from Harriston, ON (Engineering). Each engineering scholar receives \$100,000 over four years; scholars in math, science, or technology receive \$80,000.*

Leadership update: On August 30, we were delighted to welcome [Opiyo Oloya](#) as Western's first Associate Vice-President of Equity, Diversity & Inclusion. Opiyo joins us following more than 20 years with the York Catholic District School Board where he served as Superintendent of Education. He holds degrees from Queen's, Ottawa, and a PhD in Education from York.

I also want to thank **Bertha Garcia** and **Lisa Highgate** for continuing to serve in their roles as Special Advisors on Anti-Racism through September 30 during Opiyo's transition into his new role. They have each been outstanding colleagues and champions behind our EDI work, and we are indebted to them for their exceptional service on behalf of our entire community.

During the summer, we also welcomed [Nick Harney](#) as Dean of Social Science and [Michael Kim](#) as Dean of the Don Wright Faculty of Music. Details related to Nick's and Michael's appointments and backgrounds were announced in my November 2020 and June 2021 reports to the Board, respectively.

Meanwhile, the work of committees for the following leadership positions remains underway: Provost & Vice-President (Academic), Dean of the Faculty of Law, Vice-Provost (Academic Programs), and Vice-Provost (School of Graduate & Postdoctoral Studies).

ITEM 4.2(a) - Audited Financial Statements for the Year Ended April 30, 2021

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

The University of Western Ontario

Recommended: That the Board of Governors approve the draft audited combined financial statements be approved for the University for the fiscal year ended April 30, 2021 (Section 1 of the Audited Financial Statements)

And,

That the Board of Governors approve the draft special purpose audited financial statements be approved for the University for the fiscal year ended April 30, 2021 (Section 2 of the Audited Financial Statements) for compliance with US reporting requirements.

EXECUTIVE SUMMARY:

The general purpose audited financial statements (Section 1) are presented annually to the Audit Committee for recommendation to the Board of Governors for approval in accordance with the Audit Committee Terms of Reference. The related companies and other organizations representing the financial statement package are included for information only.

The special purpose audited financial statements (Section 2) are a new annual requirement starting in 2021. The University participates in US loan programs which require us to report specific information that would otherwise not be included in our regular general purpose audited financial statements.

Attachment(s):

None – Audited Financial Statements were delivered to Board members prior to the Board meeting via mail delivery.

Please bring the printed set of the Audited Financial Statements as this information is not available in electronic format

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

Section 1 – General Purpose Financial Statements

The financial statement package includes the general purpose financial statements for The University of Western Ontario for the fiscal year ended April 30, 2021.

Related Companies and Other Organizations

The following financial statements for related companies and other organizations of The University of Western Ontario for the fiscal year ended April 30, 2021, are included in the financial statement package and are provided for the information of the Audit Committee:

The University of Western Ontario Research and Development Park, as audited by the Company's auditors, KPMG, and as approved by the Directors of the Company on **August 4, 2021**.

The Siebens-Drake Research Institute, as audited by the Institute's auditors, KPMG, and as approved by the Institute's Board of Directors on **August 26, 2021**.

The University of Western Ontario Foundation Inc., as audited by the Foundation's auditors, KPMG, and as approved by the members of the board of on **August 6, 2021**.

Ivey Business School Group of Companies, as compiled by Ivey's auditors, KPMG.

Ivey Business School Foundation and **Ivey Business School Asia Limited**, as audited by Ivey's auditors, KPMG, and as approved by the Board of Directors on **September 1, 2021**.

The Pension Plan for Members of the Academic Staff and The Pension Plan for Members of the Administrative Staff for the fiscal year ended December 31, 2020, as audited by the Pension Plan auditors, KPMG, and as approved by the Joint Pension Board on **June 24, 2021**.

Section 2 – Special Purpose Financial Statements

The University of Western Ontario special purpose audited financial statements are a new annual requirement starting in 2021. The University participates in US loan programs which require us to report specific information that would otherwise not be included in our regular general purpose audited financial statements.

These special purpose financial statements are not bound in the financial statement package; a loose, stapled copy, clearly marked Special Purpose Financial Statements denotes the different financials for approval.

The special purpose financial statements differ from the general purpose financial statements from Section 1 in the following ways:

- Replacing the KPMG general purpose audit report with a special purpose audit

report, and

- The financial reporting framework in Note 2 has been updated from “Accounting Standards for not-for-profit organizations” to “Accounting Standards for not-for-profit organizations and non-GAAP measures included in Note 19”, and
- Adding Note 19 to the financial statement notes, which is required disclosure to meet the reporting criteria.

There are no other changes to the financial statements presented from Section 1.

ITEM 4.4(a) – Revisions to Special Resolution No. 1–A – Terms of Reference of the Governance and By-Laws Committee

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

Recommended: That the Board of Governors approve that Special Resolution No. 1-A – Terms of Reference of the Governance and By-Laws Committee be revised as shown.

EXECUTIVE SUMMARY:

The proposed revisions to the terms of reference of the Governance and By-Laws Committee include the following:

- Amendment to clause 2(h) to indicate that it is the Committee’s responsibility to periodically review guidelines for the filling of vacancies on the Board and make recommendations to the Board with respect to amendments as warranted (see for example *Guidelines for the Identification and Appointment of External Board Members*, approved by the Board of Governors March 27, 1997).
- Amendment to clause 2(j) to indicate that it is the Committee’s responsibility to oversee and periodically review conflict of interest policies and practices for members of the Board and its committees and make recommendations to the Board with respect to amendments as warranted.
- Amendment to clause 2(k) to indicate that it is the Committee’s responsibility to maintain a process for periodic review of the university’s administrative policies.
- Inclusion of a requirement for the Committee to review its Terms of Reference every three years.
- Inclusion of a requirement for the Committee to develop an annual work plan.
- Clarification that the Committee has delegated authority to make amendments of a non-substantive or editorial nature to policies.
- Inclusion of references to procedural information set-out in By-Law No. 1, where appropriate.
- Clarification that the Chair of the Committee must be an external Board member. The Chair of the Committee serves as a member of the Senior Policy and Operations Committee, all members of which must be external members of the Board.
- Clarification that the Committee shall normally meet in advance of each regular meeting of the Board and that special meetings of the Committee shall be held as agreed by the Committee or as called by the Chair of the Committee or of the Board.
- Addition of quorum requirements.
- Minor editorial revisions including corrections to titles.

ATTACHMENT:

[Proposed Revisions to Special Resolution No. 1-A – Terms of Reference of the Governance and By-Laws Committee](#)



Committees of the Board of Governors
Terms of Reference

Governance and By-Laws Committee

Special Resolution: No. 1-A – Terms of Reference of the Governance and By-Laws Committee

Effective Date: **TBD June 23, 2016**

Supersedes: **June 23, 2016;** June 29, 2004

Date of Next Review: **Spring 2024**

1. The Governance and By-Laws Committee is a standing committee of the Board with responsibility for oversight of corporate governance policies and practices. In developing such policies and practices, and in their ongoing review, the Committee has a responsibility to be aware of and apply best practices in higher education governance. Effective governance policies and practices will:

- be consonant with the Board’s responsibilities under the Act,
- provide means by which the Board members can fulfill its their fiduciary duties,
- enhance transparency and the Board’s ability to make decisions effectively,
- include accountability measures for Board decisions,
- allow for the effective and efficient flow of business to the Board,
- delegate authority appropriately to Board Officers (as defined in By-Law No. 1), committees appointed by the Board, the President & Vice-Chancellor, and Senior Academic and Administrative Officers of the University (as defined in the Appointment Procedures for Senior Academic and Administrative Officers of the University), and
- promote effective communication and interaction with Senate to sustain the principles of shared governance.

2. In carrying out its responsibilities, the Committee shall:

- (a) recommend to the Board processes for periodic Board performance reviews and implement those processes;
- (b) design and implement orientation and on-going member education processes;
- (c) establish and implement processes for the periodic review of governance documents, policies, procedures, special resolutions and by-laws, and make recommendations to the Board with respect to amendments to those instruments as warranted (the Committee has delegated authority to make amendments of a non-substantive or editorial nature on behalf of the Board);

Governance and By-Laws Committee

- (d) advise on and make recommendations to the Board on the structure of Board agendas and meeting processes;
 - (e) recommend to the Board and periodically review roles for the Board, its Officers, committee chairs, Board members and non-Board members of committees;
 - (f) oversee periodic reviews of the Board's standing committees' Terms of Reference and make recommendations to the Board with respect to amendments as warranted by those reviews and as recommended by the individual each standing committee;
 - (g) make recommendations and provide advice to the Board with respect to new or restructured standing committees, as may be proposed from time to time by the Governance and By-Laws Committee or by individual a standing committees;
 - (h) develop periodically review guidelines for the filling of vacancies on the Board, which include the requirement for a including needs analysis analyses and processes for identifying potential Board members and make recommendations to the Board with respect to amendments as warranted;
 - (i) oversee electoral policies and procedures, including recommending changes to the Board as warranted, and adjudicating issues forwarded by the Chief Returning Officer for Board elections;
 - (j) develop and oversee and periodically review conflict of interest policies and practices for members of the Board and its committees and make recommendations to the Board with respect to amendments as warranted;
 - (k) develop maintain a process for periodic review of the university's administrative policies and monitor the implementation of that process;
 - (l) advise the Board with respect to the Board's relationship with Senate and recommend the establishment or amendment of practices and procedures to enhance that relationship as appropriate; and
 - (m) review these Terms of Reference at least every three years, and recommend amendments to the Board of Governors as necessary;
 - (n) (m) annually review its own performance as measured against these Terms of Reference; and
 - (o) develop an annual work plan.
3. On behalf of the Board, the Committee has delegated authority to make amendments of a non-substantive or editorial nature to policies.

Governance and By-Laws Committee

MEMBERSHIP AND PROCEDURE

4. ~~3.~~ The membership of the **Governance and By-Laws** Committee shall be:

~~The~~ Chair of the Board

~~The~~ Vice-Chair of the Board

~~The~~ President & Vice-Chancellor or Designate

Six members of the Board, appointed by the Board, ~~including~~ **which must include** two external members, one member of faculty, one member of the administrative staff, one student, and one ~~additional~~ member from any constituency

~~The~~ **University** Secretary ~~of the Board~~ (non-voting)

5. ~~4.~~ The Chair of the Committee shall be designated **from among the Committee's members** by the Board ~~of Governors~~ annually, **as set out in By-Law No 1. (G.5)**. **The Chair must be an external Board member.** The Vice-Chair of the Board shall be the Vice-Chair of the Committee. The **University** Secretary ~~of the Board~~ shall be Secretary of the Committee.

6. **The membership of the Committee shall be determined by the Board annually, as set out in By-Law No. 1 (G.5).**

7. ~~5.~~ The Committee **shall** normally meets ~~four times per year~~ **in advance of each regular meeting of the Board** with additional meetings as necessary at the call of the Chair. **Special meetings of the Committee shall be held as agreed by the Committee or as called by the Chair of the Committee or of the Board.**

8. **Pursuant to By-Law No. 1 (G.8), the quorum for meetings shall be a majority of the voting members. [Quorum based on current membership: five voting members]**

ITEM 4.4(b) – Revisions to Special Resolution No. 1-C – Terms of Reference of the Fund Raising & Donor Relations Committee

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

Recommended: That the Board of Governors approve that Special Resolution No. 1-C – Terms of Reference of the Fund Raising & Donor Relations Committee be revised as shown.

EXECUTIVE SUMMARY:

At the request of the Governance and By-Laws Committee, the Fund Raising and Donor Relations Committee reviewed its terms of reference. The Committee concluded that the terms of reference accurately reflect the Committee’s mandate and that the composition of the Committee is appropriate for the work that the Committee does.

The proposed revisions to the terms of reference are primarily administrative and include the following:

- Amendment of the Committee name to remove the use of the ampersand.
- A revision to clause 2(k) to indicate that the terms of reference are to be reviewed every three years (as opposed to biennially). The Governance and By-Laws Committee has recommended that all Board committees move to a standardized three-year review cycle to allow for more oversight of gaps and overlaps in Board committee mandates.
- Inclusion of references to procedural information set-out in By-Law No. 1, where appropriate.
- Clarification that the Chair of the Committee must be an external Board member. The Chair of the Committee serves as a member of the Senior Policy and Operations Committee, all members of which must be external members of the Board.
- Clarification that only the terms of the four additional members, who are not members of the Board, shall be two years. Board members shall be appointed annually, as set out in Board By-Law No. 1.
- Addition of a clause indicating that the Committee shall normally meet four times annually and that special meetings of the Committee shall be held as agreed by the Committee or as called by the Chair of the Committee or of the Board.
- Correction to quorum requirements.
- Minor editorial revisions including corrections to titles.

ATTACHMENT:

[Proposed Revisions to Special Resolution No. 1-C – Terms of Reference of the Fund Raising & Donor Relations Committee](#)

Fund Raising & Donor Relations Committee

Special Resolution: No. 1-C – Terms of Reference of the Fund Raising & Donor Relations Committee

Effective Date: ~~TBD April 26, 2018~~

Supersedes: ~~April 26, 2018~~; June 23, 2016; January 28, 2016; June 24, 2010; September 24, 1998; March 25, 1993; March 27, 1992

Date of Next Review: ~~Spring 2024~~

1. The Fund Raising & Donor Relations Committee is a standing committee of the Board, constituted for the purpose of ensuring active involvement of the Board of Governors in setting policy for, providing strategic guidance for, and directly supporting, ongoing generation of philanthropic dollars for the University and providing oversight and support to the relationship between the University and its donors. The Committee has responsibility to educate and engage the members of the Board with respect to their roles and responsibilities in helping to achieve fund raising success.
2. The principal responsibilities of the Committee are to:
 - (a) to guide the Board in its leadership of Western’s philanthropic culture as an integral support of the University’s mission;
 - (b) to set a policy framework that encourages philanthropy that is donor focused and to ensure that fund raising activities support the mission and strategic priorities of the University;
 - (c) to provide policy guidance, strategic guidance and oversight to all fund raising and donor relations programs;
 - (d) to recommend long-term institutional fund raising plans to support the academic strategy of the University, and to recommend annual financial targets for fund raising to the Board;
 - (e) to monitor and evaluate progress at least quarterly in meeting fund raising financial targets and plans and to report openly and regularly to the University community on the impact, efficiency and efficacy of fund raising activities;

Fund Raising & Donor Relations Committee

- (f) to ensure appropriate volunteer resources are mobilized to support fund raising activities and that the appropriate staff resources and functions are in place to support volunteer activities;
- (g) to ensure that adequate budgetary resources are allocated to support institutional fund raising and to set standards for and monitor the total cost of raising funds, providing accountability to donors and the University community in the efficiency and effectiveness of fund raising efforts;
- (h) to set, monitor and evaluate policies, criteria, standards and activities for donor relations and stewardship of gifts made to the University, serving as the principal volunteer body to lead and participate in donor relations activities;
- (i) to establish criteria for the recognition of donor gifts to the University, including the naming of physical spaces, endowments, academic positions and programs to recognize donors' gifts, and to approve and/or recommend naming to the Board in accordance with Board policies;
- (j) to ensure that marketing, communications and branding programs and activities are in place to support the University's philanthropic objectives;
- (k) to review these Terms of Reference at least every three years biennially, and recommend amendments to the Board of Governors as necessary; and
- (l) to evaluate annually the effectiveness of the Committee against these Terms of Reference; and
- (m) to develop an annual work plan, in consultation with the President & Vice-Chancellor and the Vice-President (University Advancement).

MEMBERSHIP AND PROCEDURES

3. The membership of the Committee shall be:

The Chair of the Board
The Vice-Chair of the Board
The Chancellor
The President & Vice-Chancellor
The President of the Alumni Association (or designate)
The Chair of the Ivey Development Committee (or designate)
The Campaign Chair (or designate) (when applicable)
At least five members of the Board, appointed by the Board
Four additional members, who are not members of the Board, appointed by the Board
The Vice-President (University Advancement) (non-voting)
The University Secretary Secretary of the Board (non-voting)

Fund Raising & Donor Relations Committee

- ~~4. The quorum for meetings shall be 9 members, at least 5 of whom must be voting members.~~
- 4. The Committee shall have a Chair and Vice-Chair, appointed annually by the Board, as set out in By-Law No. 1 (G.5). The Chair must be an external Board member. The University Secretary shall be Secretary of the Committee.**
- 5. The membership of the Committee shall be determined by the Board annually, as set out in By-Law No. 1 (G.5), except that the terms of the four additional members who are not members of the Board shall be two years, renewable.**
- ~~5. The terms of the additional members appointed by the Board members shall be two years, renewable.~~
- ~~6. 6.~~ **The Chair of the Committee and the Vice-President (University Advancement) will determine, from time to time, which staff from the division of University Advancement External Relations shall be assigned to the Committee as non-voting resource persons.**
- ~~7. The Chair and Vice-Chair of the Committee shall be appointed by the Board. The Secretary of the Board (or designate) shall be Secretary of the Committee.~~
- 7. The Committee shall normally meet four times annually. Special meetings of the Committee shall be held as agreed by the Committee or as called by the Chair of the Committee or of the Board.**
- 8. Pursuant to By-Law No. 1 (G.8), the quorum for meetings shall be a majority of the voting members. [Quorum based on current membership: 10 voting members]**

ITEM 4.4(c) – Revisions to Special Resolution No. 1-L – Terms of Reference of the Audit Committee

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

Recommended: That the Board of Governors approve that Special Resolution No. 1-L – Terms of Reference of the Audit Committee be revised as shown.

EXECUTIVE SUMMARY:

At the request of the Governance and By-Laws Committee, the Audit Committee reviewed its terms of reference. The Committee concluded that the terms of reference accurately reflect the Committee's mandate and that the composition of the Committee is appropriate for the work that the Committee does.

The proposed revisions to the terms of reference are primarily administrative and include the following:

- Inclusion of a requirement for the Committee to develop an annual work plan in consultation with the Vice-President (Operations & Finance).
- Reorganization of the clauses relating to Committee membership to align with the format used in the terms of reference of other Board committees. No changes to composition or membership requirements are proposed.
- Inclusion of references to procedural information set-out in By-Law No. 1, where appropriate.
- Clarification that the Committee shall normally meet in advance of each regular meeting of the Board and that special meetings of the Committee shall be held as agreed by the Committee or as called by the Chair of the Committee or the Chair of the Board.
- Minor editorial revisions including corrections to titles.

ATTACHMENT:

[Proposed Revisions to Special Resolution No. 1-L – Terms of Reference of the Audit Committee](#)

Audit Committee

Special Resolution: No. 1-L – Terms of Reference of the Audit Committee

Effective Date: **TBD** **September 25, 2018**

Supersedes: **September 25, 2018;** November 2016; June 2014

Date of Next Review: **Spring 2024**

1. The Audit Committee is a standing committee of the Board responsible for ensuring that appropriate controls and accountabilities exist within the University with respect to finance and areas of material risk. The Committee's primary responsibilities are to ensure; that the University's financial reporting processes are sound; that the internal and external audit functions are competently performed; and that appropriate processes are in place to identify, report, and control areas of significant risk to the University. The Committee also provides an avenue of communication among the external auditors, management, the internal audit function, and the Board **of** **Governors**.

2. In carrying out its primary responsibilities, the Committee shall:

Financial Statements, Financial Management **and &** Reporting

- (a) review the University's annual combined audited financial statements and recommend them for approval to the Board **of Governors**;
- (b) review significant findings or recommendations submitted by the external auditors;
- (c) review analyses prepared by management and the external auditors setting forth significant financial reporting issues and judgments made in connection with the preparation of the financial statements, including analyses on the effects of alternative GAAP methods or new GAAP developments on the financial statements;
- (d) determine whether appropriate accounting principles and auditing standards are being applied;

External Auditors

Audit Committee

- (e) approve annually on behalf of the Board of Governors the appointment of the external auditors, who shall report directly to the Committee; review and accept the external auditors' engagement letter; and approve the external auditors' annual plan;
- (f) review and approve on behalf of the Board of Governors estimated and actual annual audit fees, and audit fees for services in accordance with Board policy;
- (g) monitor the independence of the external and internal audit functions and establish procedures for the pre-approval of services not included in the annual audit plan to be provided by the external auditors, ensuring to ensure that such services do not affect the independence of the external auditors;
- (h) meet with the external auditors to determine any problems encountered by the auditors, any restrictions on their work, the co-operation received in the performance of their duties, and their audit findings; review the external auditors' management letter and the administrative response to the letter, and satisfy itself that the recommendations are acted upon where appropriate; and where recommendations from the external auditors are not acted upon, satisfy itself that this is acceptable;
- (i) ensure that it is informed on a timely basis of any serious difference of opinion between administration and the auditors, whether or not the difference has been resolved; and ensure that it is informed of any case in which the administration has sought accounting advice on a specific issue from an accounting firm other than the one appointed as external auditors;

Internal Audit Department

- (j) review and approve the internal audit charter and annual work plan and review internal audit long-range plans;
- (k) review internal audit reports, significant findings and recommendations concerning the adequacy of internal controls in the University, and satisfy itself that the administration is addressing the issues raised where appropriate;
- (l) ensure that the Chair of the Committee meets annually with internal audit to discuss the annual proposed internal audit work plan and any problems encountered in completing the work plan during the current year;

Audit Committee

- (m) provide advice regarding the appropriate level of resources for the internal audit department, including plans developed by the administration for accommodating any temporary voluntary re-assignment or leave of absence of the head and/or staff of the internal audit department;
- (n) review, and, if warranted, veto the appointment, replacement, dismissal or involuntary re-assignment of the head of internal audit by management;
- (o) ensure that internal audit has direct access to the Committee through an *in camera* session to discuss private matters, if requested by **internal audit or the Committee** ~~either party~~;

Risk Management

- (p) ensure that appropriate processes are in place to identify, report and control areas of material risk or **instances of possible** fraud, including internal controls within the financial systems;
- (q) receive regular reports from management on areas of significant risk to the University, for example but not limited to, legal claims, environmental issues, health, safety, information security, cyber security, and other internal and regulatory matters;
- (r) receive regular reports from management on the levels of insurance coverage;

Other

- (s) review the audited financial statements of the pension plans administered by the Academic and Administrative Staff Pension Plan Board;
- (t) monitor or review such other matters as the Committee deems appropriate to carrying out its primary responsibilities;
- (u) with the consent of the Chair of the Board (which **consent** shall not be unreasonably withheld or delayed), when it considers it to be necessary or desirable to do so, retain independent professional advisors at the expense of the University to assist the Committee in the performance of its duties;
- (v) meet with the external auditors and management in separate *in camera* sessions to discuss any matters the Committee or these

Audit Committee

groups believe should be discussed privately with the Committee;

- (w) review these Terms of Reference at least every three years, and recommend amendments to the Board of Governors as necessary; **and**
- (x) evaluate annually the effectiveness of the Committee against its Terms of Reference; **and**
- (y) develop an annual work plan in consultation with the Vice-President (Operations & Finance).**

Audit Committee

MEMBERSHIP AND PROCEDURE

3. The Committee is primarily a technical committee whose members are appointed on the basis of their expertise and interest in accounting, law and business administration.

4. **The membership of the Committee shall be:**

Chair of the Board

Vice-Chair of the Board

Chair of the Property and Finance Committee

At least five members, all external to the University, appointed by the Board, at least three of whom must be members of the Board*

*** To ensure that the Committee has the necessary expertise to fulfill its responsibilities, the Board may appoint up to two members who are not members of the Board. Such members are appointed annually and may serve on the Committee for up to eight consecutive years.**

5. ~~4.~~ At least one member of the Committee must be a financial expert, defined as an individual who is a professional accountant or auditor, a principal financial officer, comptroller, or principal accounting officer of a company, or an individual who holds or has held a senior executive position involving the performance of similar functions.

- ~~5.~~ ~~The Committee shall consist of at least eight members appointed by the Board, including as members ex-officio:~~

~~The Chair of the Board~~

~~The Vice-Chair of the Board~~

~~The Chair of the Property and Finance Committee~~

~~All members must be external to the University: that is, not faculty, staff or students, and a minimum of six members must be members of the Board. To ensure that the Committee has the necessary expertise to fulfill its responsibilities, the Board may appoint up to two members who are not members of the Board of Governors. [Such members are appointed annually and may serve on the Committee for up to eight consecutive years.]~~

6. The Chair and Vice-Chair of the Committee must be members of the Board and shall be appointed annually by the Board, **as set out in By-Law No 1. (G.5).** The **University Secretary** ~~Secretary of the Board~~ (or designate) shall be Secretary of the Committee.

7. **The membership of the Committee shall be determined by the Board annually, as set out in By-Law No. 1 (G.5).**

Audit Committee

- 8. 7.** The Committee may request or require the presence of members of staff or the senior administration, including but not limited to one or more of the following, at meetings of the Committee:

~~The~~ President **& Vice-Chancellor**

~~The~~ Vice-President (Operations & Finance)

~~The~~ Associate Vice-President (Human Resources)

~~The~~ Associate Vice-President (Financial Services)

~~The~~ Director of Internal Audit

~~The~~ Controller

~~The~~ University's Legal Counsel

~~The~~ External Auditor

~~The~~ **University** Secretary ~~of the Board~~

- 9. 8.** The Committee shall **normally** meet **in advance of each regular meeting of the Board** at least twice annually at the call of the Chair of the Committee, ~~the Chair of the Board, or at the discretion of the Board.~~ **Special meetings of the Committee shall be held as agreed by the Committee or as called by the Chair of the Committee or of the Board.**

- 10.** Pursuant to By-Law No. 1 (G.8), the quorum for meetings shall be a majority of the voting members. [*Quorum based on current membership: 5 voting members*]

ITEM 4.4(d) – Revisions to Special Resolution No. 1-B – Terms of Reference of the Property & Finance Committee

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

Recommended: That the Board of Governors approve that Special Resolution No. 1-B – Terms of Reference of the Property & Finance Committee be revised as shown.

EXECUTIVE SUMMARY:

At the request of the Governance and By-Laws Committee, the Property & Finance Committee reviewed its terms of reference. The Committee concluded that the terms of reference accurately reflect the Committee’s mandate and that the composition of the Committee is appropriate for the work that the Committee does.

The proposed revisions to the terms of reference are primarily administrative and include the following:

- Amendment of the Committee name to remove the use of the ampersand.
- Reorganization of content to move clauses relating to the responsibilities of the Committee out of the *Membership and Procedure* section (see clauses 7-9 now included in clause 4).
- Inclusion of a requirement for the Committee to evaluate annually the effectiveness of the Committee against its terms of reference.
- Inclusion of references to procedural information set-out in By-Law No. 1, where appropriate.
- Clarification that the Chair of the Committee must be an external Board member. The Chair of the Committee serves as a member of the Senior Policy and Operations Committee, all members of which must be external members of the Board.
- Clarification that the Committee shall normally meet in advance of each regular meeting of the Board and that special meetings of the Committee shall be held as agreed by the Committee or as called by the Chair of the Committee or of the Board.
- Addition of quorum requirements.
- Minor editorial revisions including corrections to titles.

ATTACHMENT:

[Proposed Revisions to Special Resolution No. 1-B – Terms of Reference of the Property & Finance Committee](#)

Property & and Finance Committee

Special Resolution: No. 1-B – Terms of Reference of the Property & and Finance Committee

Effective Date: **TBD June 23, 2016**

Supersedes: **June 23, 2016;** November 30, 2000; September 28, 2000; June 27, 1991

Date of Next Review: **Spring 2024**

1. The Property & and Finance Committee is a standing committee of the Board constituted for the review and approval of policy, and decision-making in respect of the property and financial resources of the University.
2. The Committee makes recommendations to the Board with respect to the following:
 - (a) campus planning and development, including the use of land, buildings and facilities and the acquisition or disposal of land or property;
 - (b) construction and maintenance projects and associated activities in accordance with Board policy [\[Policy 2.15\]](#);
 - (c) annual and long-term financial planning and budgeting, including operating, capital and ancillary budgets;
 - (d) long-term debt strategies and assumption of debt with appropriate debt instruments;
 - (e) investment policies and governance as recommended by the Investment Committee **(a subcommittee of the Committee established pursuant to s. G.4 of By-Law No. 1)**;
 - (f) the fixing of fees in accordance with Board policy [\[Policy 2.4\]](#);
 - (g) policy related to intellectual property;
 - (h) policies concerning the use of space and facilities; **and**
 - (i) policy related to the use of the University's name, coat of arms, logos and marks.

Property & Finance Committee

3. On behalf of the Board, the Committee has delegated authority to:
 - (a) authorize the expenditure of funds and/or approve contracts for operating purposes in accordance with Board policies;
 - (b) exercise authority delegated to it by the Board with regard to approval of individual construction and maintenance projects [[Policy 2.15](#)];
 - (c) approve the establishment of scholarships, fellowships, prizes, bursaries and other awards, as may be recommended by the Senate and in accordance with Board policies;
 - (d) approve the establishment of designated chairs, professorships, and faculty fellowships, as may be recommended by the Senate and in accordance with Board policies; and
 - (e) authorize the issuance of debt instruments, in accordance with Board decisions as needed.

4. Additional responsibilities of the Committee are to:

- (a) establish, in consultation with the Vice-President (Operations & Finance), a schedule for regular review of policies within its purview;
- (b) review these Terms of Reference at least every three years, and recommend amendments to the Board as necessary;
- (c) evaluate annually the effectiveness of the Committee against these Terms of Reference; and
- (d) develop an annual work plan in consultation with the President and Vice-Presidents.

Property & Finance Committee

MEMBERSHIP AND PROCEDURE

5. 4. The membership of the Committee shall be consist of:

Appointed by the Board:

At least six members of the Board

Ex officio (voting):

The Chair of the Board
The Vice-Chair of the Board
The Chair of the Audit Committee
The President & Vice-Chancellor

Ex officio (non-voting):

The Provost & Vice-President (Academic) (non-voting)
The Vice-President (Operations & Finance) (non-voting)
The Vice-President (Research) (non-voting)
The Vice-President (University Advancement) (non-voting)
The Chair of the Senate Committee on University Planning (non-voting)
The University Secretary of the Board (non-voting)

~~At least six Board members appointed by the Board.~~

Resource persons (non-voting):

Associate Vice-President (Financial Services)
Associate Vice-Presidents (Facilities Management)
~~Executive Director, Facilities Engineering and Development~~
Associate Vice-President (Planning, Budgeting and Information Technology)
Director, Capital Projects

6. 5. The Committee shall have a Chair and a Vice-Chair, appointed annually by the Board, **as set out in By-Law No. 1 (G.5). The Chair must be an external Board member.** The University Secretary ~~of the Board~~ (or designate) shall be Secretary of the Committee.

7. **The membership of the Committee shall be determined by the Board annually, as set out in By-Law No. 1 (G.5).**

8. 6. The Committee shall normally meet ~~ten days~~ in advance of a **each** regular meeting of the Board ~~or at the call of the Chair.~~ **Special meetings of the Committee shall be held as agreed by the Committee or as called by the Chair of the Committee or of the Board.**

9. Pursuant to By-Law No. 1 (G.8), the quorum for meetings shall be a majority of the voting members. **[Quorum based on current membership: 6 voting members]**

Property & Finance Committee

7. The Committee shall establish an annual work plan, in consultation with the President and Vice Presidents.
8. The Committee shall review its terms of reference every three years.
9. The Committee shall establish, in consultation with the Vice President (Operations & Finance), a schedule for regular review of policies within its purview.

ITEM 4.4(e) – Revisions to Special Resolution No. 1-M – Terms of Reference of the Senior Policy and Operations Committee

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

Recommended: That the Board of Governors approve that Special Resolution No. 1-M – Terms of Reference of the Senior Policy and Operations Committee be revised as shown.

EXECUTIVE SUMMARY:

At the request of the Governance and By-Laws Committee, the Senior Policy and Operations Committee reviewed its terms of reference.

The proposed revisions relating to the Committee's mandate with respect to *Community Relations* [s. 2(b)] include:

- An amendment to indicate that the Committee monitors community relations rather than promotes community relations, as Committee does not outwardly engage with the community.
- Clarification of the Committee's responsibilities pertaining to community relations (removal of s. 2(b) (i) and (iii)).

The proposed revisions relating to *Compensation issues* [s. 2(c)] include the following:

- New language indicating that the Committee is responsible for monitoring provincial legislation and university sector trends in respect of compensation and benefits for senior university leaders.
- Amendments to address discrepancies between the Committee's Terms of Reference and the authority delegated to the President under Special Resolution No. 2. The proposed changes indicate that the Committee would be responsible for fixing and providing for the remuneration, retirement and severance of the Vice-Presidents and for approving the framework for remuneration, retirement and severance of the Deans, the Registrar, the University Librarian, the University Secretary, the Associate Vice-Presidents and the Vice-Provosts.
- Clarification that the Committee's annual review of the performance of the President will take into consideration the Board's assessment and that the Committee will determine any remuneration changes and/or performance payouts to which the President may be entitled.

The proposed revisions relating to the Committee's responsibilities pertaining to *Human Resource Policies and Procedures* [s. 2(d)] include the following:

- Amendments to more appropriately capture the intent of the Board with respect to the Committee's responsibilities relating to human resources (such as to provide counsel and support to the President and Associate Vice-President (Human Resources) on organizational issues/changes that involve senior leaders and have significant internal and/or external implications for the University).
- Inclusion of a reference to the Associate Vice-President (Human Resources) rather than the Vice-President (Operations & Finance) and the Provost and Vice-President (Academic).

The proposed revisions relating to the Committee's responsibilities as *Nominating Committee of the Board* [s. 2(e)] include the following:

- Amendments to provide clarity on the scope of nominations put forward by the Committee. This includes making recommendations to the Board for appointments of external Board members by external constituencies and recommending nominees to the Board for Chair and Vice-Chair of the Board.
- Inclusion of Equity, Diversity and Inclusion (EDI) considerations.

The proposed revisions relating to *Membership and Procedure* [s. 3] include the following:

- Clarification that the membership of the Committee includes the Chairs of the Audit, Funding Raising and Donor Relations, Governance and By-Laws and Property and Finance committees.
- Addition of quorum requirements.
- Removal of the requirement for the Committee to provide a semi-annual report to the Board on its activities. The provision of a semi-annual report was seen to be repetitive, as the Committee provides reports on its activities and/or providing items for approval to the Board at each Board meeting.

ATTACHMENT:

[Proposed Revisions to Special Resolution No. 1-M – Terms of Reference of the Senior Policy and Operations Committee](#)



Senior Policy and Operations Committee

Special Resolution: No. 1-M - Terms of Reference of the Senior Policy and Operations Committee

Effective Date: **TBD June 23, 2016**

Supersedes: **June 23, 2016;** January 29, 2015, January 25, 2001, June 25, 1998

Date of Next Review: **Spring 2024**

-
1. The Senior Policy and Operations Committee is a standing committee of the Board with the duties, responsibilities and authorities as set out below.
 2. The Committee's principal responsibilities are:
 - (a) Strategic advice and support, including:
 - (i) providing strategic advice and policy support to the Board and the President;
 - (ii) providing guidance to the senior administration on timely or emerging issues on behalf of the Board, **and**
 - (iii) receiving ~~from the President~~ the President's proposed priorities for each forthcoming academic year and making a recommendation thereon to the Board;
 - (b) **Monitoring Promoting** community relations (internal and external) and the University's reputation, including:
 - ~~(i) general relationships with the external community~~
 - (i)** ~~(iii)~~ affiliation and other agreements which require Board approval, or as may be referred by the President,
 - ~~(iii) vehicles of community relations (e.g., publications, special events, media relations)~~
 - (ii)** ~~(iv)~~ general University/student relations in non-academic matters, including student disciplinary codes, **and**
 - (iii)** ~~(v)~~ responses for requests for access to the Board (in accordance with the process outlined in [Appendix A](#), ~~attached hereto~~);

Senior Policy and Operations Committee

- (c) Compensation issues, including:
- (i) establishing mandates for, reviewing, and making recommendations to the Board on negotiated collective agreements,
 - (ii) within parameters established by the Board, negotiating and approving the terms of the contract with the President, and any subsequent renewal or amendment of such contract,
 - (iii) reporting to the Board on the President's final contract and any subsequent amendments thereto,

(iv) monitoring provincial legislation and university sector trends in respect of compensation and benefits for senior university leaders,

~~(iv) establishing parameters for and, on the recommendation of the President or appropriate Vice-President, fixing and providing for the remuneration, retirement and superannuation of the following employees of the University:~~

~~Vice-Presidents~~

~~University Librarian~~

~~Vice-Provosts~~

~~Associate Vice-Provosts~~

~~Associate Vice-Presidents~~

~~Registrar~~

~~University Secretary~~

~~Deans~~

~~Associate Deans~~

~~And such other senior administrative positions as may be created from time to time which are not encompassed by collective or other group agreements~~

(v) on the recommendation of the President, fixing and providing for the remuneration, retirement and severance of the Vice-Presidents,

(vi) approving the framework for remuneration, retirement and severance of the Deans, the Registrar, the University Librarian, the University Secretary, the Associate Vice-Presidents and the Vice-Provosts in accordance with policies established by the Board from time to time,

(vii) on the recommendation of the President, approving any personnel change for positions outlined in paragraph 2(c)(vi) involving resignation, termination or retirement which will entail a continuing commitment on the part of the University other than normal pension benefits, or which falls outside existing University policies,

Senior Policy and Operations Committee

- (viii) ~~(v)~~ when not so determined by approved policies, group plans or collective agreements, authorizing expenditures of such sums as may be required to establish funds for the payment of gratuities, retirement allowances, pensions, life insurance or other insurance (including health insurance) for the benefit of employees;
- (ix) ~~(vi)~~ reviewing annually the performance of the President and receiving from the President and the appropriate vice-presidents the performance appraisals **annual reports of the Vice-Presidents and the University Secretary,** ~~of the other employees listed in (iv) above;~~
- (x) **annually reviewing the performance of the President, taking into consideration the Board's assessment, and determining any remuneration changes and/or performance payouts to which the President may be entitled, and**
- (vii) ~~(vii)~~ reporting annually to the Board, **through the Chair of the Board,** on the review of the President's performance;

~~In all of the foregoing, the Committee shall have due regard for collective agreements which have been approved by the Board.~~

- (d) Human resource policies and procedures, **including:**
 - (i) **providing counsel and support to the President and the Associate Vice-President (Human Resources) on organizational issues/changes that involve senior leaders and have significant internal and/or external implications for the University, and**
 - (ii) ~~(i)~~ recommending to the Board new or amended human resources **MAPP** policies as proposed by the **President and/or the Associate Vice-President (Human Resources);** ~~Vice-President (Operations & Finance) or the Provost and Vice-President (Academic)~~
 - ~~(ii)~~ **reviewing and approving or recommending to the Board as appropriate, recommendations from the President in human resource matters which fall outside existing University policies**
- (e) as the Nominating Committee of the Board:
 - (i) making recommendations to the Board for the appointment of external members in the Board-elected constituency, in accordance with Guidelines for the Identification and Appointment of External Board Members as may be approved by the Board from time to time;
 - (ii) **making recommendations to the Board, where applicable, for appointments of external Board members by external constituencies,**

Senior Policy and Operations Committee

- (iii) ~~(iii)~~ developing and maintaining, in accordance with the Board-approved **Guidelines for the Identification and Appointment of External Board Members** ~~Guidelines for Filling of Vacancies~~, a skills and needs matrix against which to assess potential candidates for Board membership,
- (iv) ~~(iii)~~ recommending to the Board annual membership **slates** **nominations** for Board standing committees, including recommendations for chairs and vice-chairs of committees,
- (v) **recommending nominees to the Board for Chair and Vice-Chair of the Board,**
- (vi) ~~(iv)~~ filling **interim** vacancies in the membership of committees and subcommittees as necessary **in the succeeding twelve months following the Board's approval of the initial list in January of each year, and reporting any such appointments to the Board for information, at the subsequent meeting of the Board.**
- (vii) ~~(v)~~ recommending to the Board the appointment of **Board** members to special or ad hoc committees (such as selection committees) as may be necessary from time to time, **and** ;
- (viii) **in carrying out its responsibility to nominate candidates to the Board or a committee, the Committee shall incorporate Equity, Diversity and Inclusion (EDI) principles in keeping with the University's commitment to EDI.**

MEMBERSHIP AND PROCEDURE

3. The membership of the Committee shall be:

Chair of the Board, who shall be Chair of the Committee

Vice-Chair of the Board, who shall be Vice-Chair of the Committee

~~Chairs of the Standing Committees of the Board~~

Chair of the Audit Committee

Chair of the Fund Raising and Donor Relations Committee

Chair of the Governance and By-Laws Committee

Chair of the Property and Finance Committee

Immediate Past Chair of the Board, **if still otherwise a Board member and**

An **"at large"** external member of the Board ~~(as required)~~ **if in the view of the Chair and the Committee, a particular skill set or experience might be useful to the Committee's work**

~~The seat assigned to the immediate Past Chair of the Board is filled only when that individual remains a member of the Board.~~

Senior Policy and Operations Committee

The “at large” seat is filled when, in the view of the Chair and the Committee, a particular skill set or experience might be useful to the Committee’s work. As with all other Board committee appointments, such appointments would be for the duration of one year with the prospect of reappointment for further terms.

Notwithstanding the ex-officio membership of the Committee, in light of the mandate of the Committee with respect to personnel, employee contracts and remuneration issues, all members of the Committee must be external members of the Board.

4. The Committee shall meet as directed by the Board, at the call of the Chair, or as requested by the President.
5. Pursuant to By-Law No. 1 (G.8), the quorum for meetings shall be a majority of the voting members. [*Quorum based on current membership: 4 voting members*]
6. 5. The Committee will prepare an annual work plan, in consultation with the President.
6. The Committee will provide a summary report to the Board semi-annually on its activities.
7. The Committee will review its Terms of Reference every three years.

Senior Policy and Operations Committee

Special Resolution 1-M

APPENDIX A

Requests for Access to the Board

1. Requests ~~from members of the community~~ for access to the Board ~~for to address~~ particular issues should be submitted to the ~~Board~~ **University** Secretary who will forward them to the Board Chair and the President.
2. The ~~Board~~ Chair will consult with the President on the appropriate response.
3. When appropriate, the Chair will deputize a member of the Board to discuss the issue with the requester(s) and the appropriate member(s) of the administration will be involved in that discussion.
4. The ~~deputized~~ Board member will report to the Senior Policy and Operations Committee on the issue, the discussion and any steps that might follow (~~i.e., such as~~ whether the matter should be referred back to the administration for consideration, whether it should be referred to a Board committee for review, whether it should be referred to the ~~full~~ Board, or whether no further action is appropriate).
5. The Senior Policy and Operations Committee will then make the determination as to how to proceed.
6. The ~~Senior Policy and Operations~~ Committee will report its decision and the processes followed to the Board ~~of Governors~~ at a subsequent meeting of the Board.

ITEM 4.4(f) – Revisions to Special Resolution No. 9 – Election Procedures

ACTION REQUIRED: FOR APPROVAL FOR DISCUSSION

Recommended: That the Board of Governors approve that Special Resolution No. 9 – Election Procedures be revised as shown.

EXECUTIVE SUMMARY:

The proposed revisions to Special Resolution No. 9 – Election Procedures include:

- Amendment to A.1(7) to indicate that nominees will be asked to submit a statement of interest up to a limit of 200 words with the nomination form. This increase from the previous limit of 100 words will provide candidates with an expanded platform to state their case for running.
- Clarification in A.2.1(1) and A.2.2(1) that elected faculty and administrative staff who lose their employment status at the University during their term shall cease to be Board members.
- Amendment to the eligibility requirements of the administrative staff constituency in A.2.2(1) and A.2.2(2) to allow members of the full-time administrative staff who hold limited duties appointments to run for election and vote in the administrative staff constituency. Previously this small segment of the administrative staff were ineligible to run or vote in the administrative staff constituency.
- Amendment to A.3.2(1) to indicate that undergraduate students may be required to submit a bond to the USC, subject to the USC's By-Law #2 – Election Procedures of the University Students' Council. The University Secretariat is recommending this flexibility in light of a pending proposal to remove the bond requirement from the USC's By-Law #2.
- Editorial amendments to provide clarity.

ATTACHMENT:

[Proposed Revisions to Special Resolution No. 9 – Election Procedures](#)

Election Procedures

Special Resolution: No. 9

Effective Date: **TBD** ~~November 19, 2020~~

Supersedes: **November 19, 2020;** November 26, 2016; January 30, 2014

Pursuant to the provisions for membership on the Board of Governors (**hereinafter referred to as the Board**) as set out in the University of Western Ontario Act (1982) **as amended in 1988 and 2016 (hereinafter referred to as the Act)** and By-Law No. 1, the following shall be the procedures for election or appointment to the Board.

For purposes of these Election Procedures, “the University” means Western University, excluding the Affiliated University Colleges; and

The “Affiliated University Colleges” means Brescia University College, Huron University College, and King’s University College.

A. CONSTITUENCIES: FACULTY-AT-LARGE, ADMINISTRATIVE STAFF, UNDERGRADUATE STUDENTS, GRADUATE STUDENTS

A.1 General

- (1) The **University Secretary** ~~Secretary of the Board~~ shall be the Chief Returning Officer.
- (2) The schedule for calling for nominations, publication of candidates' names, and time lines for balloting shall be as published by the **University Secretary** ~~Secretary of the Board~~. Normally, nominations are open for approximately three weeks in early January, followed by a one- to two-week campaign period (depending on constituency). The campaign period may continue up to and including the day of the close of balloting. Balloting shall take place on-line over a two-day period.
- (3) Candidates for election must be nominated by means of an official nomination form available from the **University Secretary** ~~Secretary of the Board~~ and accessible on the ~~website of the~~ University Secretariat **website:** <http://www.uwo.ca/univsec/>
- (4) Nomination forms must be signed by 10 persons eligible to vote in the constituency concerned.

Election Procedures

- (5) The nomination forms shall convey information on eligibility for and restrictions upon election to the Board, as provided in the **University Act**, collective agreements, **memorandums of agreement** and Board policy.
- (6) Nominees must declare on the nomination form:
 - (a) that they are willing to stand as candidates for election and to serve if elected; **and**
 - (b) that they meet the eligibility requirements for the constituency.
- (7) Nominees must submit with the nomination form a **statement of interest** ~~biographical statement or other comments~~ up to a limit of **200** ~~100~~ words and may submit a digital photograph for publication. The **University Secretary** ~~Secretary of the Board~~ shall have discretion in restricting the published statement to **200** ~~100~~ words. The statement and digital photograph (if provided) of the candidate will be posted on the election website and linked to the ballot, and by submitting the statement and photograph, candidates agree to such posting.
- (8) Errors or irregularities on a nomination form constitute grounds for rejection of the nomination by the **University Secretary** ~~Secretary of the Board~~.
- (9) When only sufficient nominations to fill the vacancies for any constituency are received, the **University Secretary** ~~Secretary of the Board~~ shall declare the person or persons elected by acclamation, except when more than one seat with varying term lengths are to be filled and a vote is required to determine the candidate who shall serve the longer term. Where no candidates are nominated for the faculty or staff constituencies, the seat shall remain vacant until the next election. Where no candidates are nominated for a student constituency, the seat shall be filled in a manner determined by the Governance and By-Laws Committee.
- (10) Except where election is by acclamation, election shall be by secret ballot by those eligible to vote in the constituency concerned.
- (11) The candidate receiving the largest number of votes shall be elected. Should there be more than one seat to be filled in a constituency in any given election, the candidate with the plurality of votes shall be elected to the longer membership term and the candidate with the next highest number of votes shall be elected for the shorter membership term.
- (12) In cases where two or more candidates receive the same number of votes, the tie shall be broken by a lottery conducted by the **University Secretary** ~~Secretary of the Board~~ in the presence of the tied candidates or their agents.
- (13) An election shall not be invalidated by any irregularity which, **as determined by the University Secretary**, does not affect the outcome of such an election. Notification of any irregularity must be received by the **University Secretary** ~~Secretary of the Board~~ within five days of the closing of the polls.
- (14) The results of the election shall be announced as soon as possible after the closing of balloting. The number of votes received by each candidate will be made public.

Election Procedures

- (15) A list of voting results, validated by the **University Secretary** ~~Secretary of the Board~~, shall be retained for a period of at least two years.

A.2 Eligibility

A.2.1 Faculty-at-Large Constituency (2 members)

- (1) To be **eligible for election**, a candidate must be a full-time member of the Faculty of the University, or a Clinical Academic appointed under **Conditions of Appointment for Physicians (2017)** ~~Conditions of Appointment: Physicians Appointed in Clinical Departments and Clinical Divisions of Basic Science Departments~~, at the rank of Assistant Professor or higher who has held academic appointments at the University for at least four academic years. **Elected faculty who lose their employment status at the University during their term shall cease to be Board members.**
- (2) The following members of Faculty are **eligible to vote**:
- (a) all full-time members of the academic staff of the University at the rank of Lecturer, Assistant Professor, Associate Professor, or Professor; **and**
 - (b) all Clinical Academics appointed under **Conditions of Appointment for Physicians (2017)** ~~Conditions of Appointment: Physicians Appointed in Clinical Departments and Clinical Divisions of Basic Science Departments~~, at the rank of Assistant Professor, Associate Professor, or Professor; **and**
 - (c) all part-time members of the academic staff of the University at the rank of Assistant Professor or higher who are listed as such in the records of Human Resources.

A.2.2 Administrative Staff Constituency (2 members)

- (1) To be **eligible for election**, a candidate must be a member of the full-time administrative staff of the University and be listed as such in the records of Human Resources. A member of the full-time administrative staff of the University who is a member of Faculty (**excluding limited duties appointments**) is not eligible for election ~~or to vote~~ in the administrative staff constituency. **Elected administrative staff who lose their employment status at the University during their term shall cease to be Board members.**
- (2) All members of the full-time administrative staff of the University, except those who are members of Faculty (**excluding limited duties appointments**), are **eligible to vote** in the administrative staff constituency.

A.2.3 Undergraduate Student Constituency (2 members)

- (1) To be **eligible for election**, a candidate must be an undergraduate student in the University who will have completed one academic year as a full-time student or the equivalent as a part-time student by the start date of the term of the seat. Full-time and part-time undergraduate students of the University who are full-time members of the administrative

Election Procedures

staff or members of Faculty are not eligible for candidacy in the undergraduate student constituency. Elected individuals **must maintain who cease to have** the status of a registered student at the University **during for the duration of** their term **shall cease to be Board members.**

- (2) Students registered at an Affiliated University College are ineligible for candidacy.
- (3) All full-time and part-time undergraduate students in the University are **eligible to vote** in the undergraduate student constituency.

A.2.4 Graduate Student Constituency (1 member)

- (1) To be **eligible for election**, a candidate must be a graduate student in the University as may be verified by the official student records of the University. **Graduate students of the University who are full-time members of the administrative staff or members of Faculty are not eligible for candidacy in the graduate student constituency. Elected individuals must maintain the status of a registered student at the University for the duration of their term.**
- (2) Students registered at an Affiliated University College are ineligible for candidacy.
- (3) All **graduate students** in the University are **eligible to vote** in the graduate student constituency.

A.3 Procedures:

A.3.1 Faculty-At-Large/Administrative Staff Constituencies

- (1) In a year in which vacancies occur in the Faculty-at-Large or Administrative Staff Constituencies, the **University Secretary Secretary of the Board** shall call for nominations.
- (2) Completed nomination forms must be submitted to the **University Secretary Secretary of the Board** in accordance with the deadline provided in the posted Election Schedule. The **University Secretary Secretary of the Board** shall publish the list of valid nominations on the ~~website of the~~ University Secretariat **website:** <http://www.uwo.ca/univsec> as soon as possible after the close of nominations. The official list shall be organized by constituency with candidates listed alphabetically by last name and with the title and academic/administrative unit of each nominee.
- (3) Balloting will be conducted during a designated period at an election site linked to the ~~website of the~~ University Secretariat **website:** <http://www.uwo.ca/univsec>.
- (4) The **University Secretary Secretary of the Board** shall publish the names of the successful candidates on the ~~website of the~~ University Secretariat **website:** <http://www.uwo.ca/univsec>, as soon as possible after the close of balloting.

A.3.2 Undergraduate Student and Graduate Student Constituencies

- (1) When possible, elections to the Undergraduate and Graduate Student Constituencies are

Election Procedures

normally timed to run in conjunction with the **University Students' Council (USC)** and **Society of Graduate Students (SOGS)** presidential elections. In years in which there is a vacancy in these constituencies, the **University Secretary Secretary of the Board** will normally issue a call for nominations during the first week of classes in January. Completed nomination forms must be submitted to the **University Secretary Secretary of the Board** not less than seven but not more than fourteen consecutive days from the official date of call for nominations. Undergraduate students **will may** be required to submit a bond to the USC, **subject to the USC's By-Law #2 – Election Procedures of the University Students' Council** in line with the approved USC Election Guidelines available through the Western University Students' Council (USC).

- (2) A mandatory all-candidates meeting will be scheduled for **undergraduate student** candidates following the close of nominations. **Undergraduate** student nominees who do not attend or have not made arrangements to send an alternate will be disqualified from candidacy. Following the all-candidates meeting, the **University Secretary Secretary of the Board** shall publish a list of valid nominations on the **website of the University Secretariat website <http://www.uwo.ca/univsec>** for **the undergraduate and graduate student constituencies each constituency**. The official list shall be by last name alphabetically, and show for each candidate the academic program and year of registration as recorded in the official student records of the University.
- (3) For undergraduate students, the **University Secretary Secretary of the Board** may employ the USC Election Committee to supervise campaigning by candidates but any decision that a candidate be disqualified may be appealed to the **University Secretary Secretary of the Board** by 4:00 p.m. of the second working day following the date of the letter notifying the candidate of the Election Committee's decision that the candidate be disqualified. Where there is inconsistency between the policies and procedures stated in USC By-Law #2 and those of the Board, the policies and procedures of the Board shall take precedence and the final authority for resolving all disputes in such matters shall rest with the **University Secretary Secretary of the Board**.
- (4) For graduate students, the **University Secretary Secretary of the Board** may employ the SOGS CRO and Appeals Review Commission to supervise campaigning by candidates but any decision that a candidate be disqualified may be appealed to the **University Secretary Secretary of the Board** by 4:00 p.m. of the second working day following the date of the letter notifying the candidate of the Appeals Commission's decision that the candidate be disqualified. Where there is inconsistency between the policies and procedures stated in SOGS election regulations and those of the Board, the policies and procedures of the Board shall take precedence and the final authority for resolving all disputes in such matters shall rest with the **University Secretary Secretary of the Board**.
- (5) When either the USC or SOGS processes are not employed, candidates will be required to adhere to the campaign requirements and processes established by the Governance **& and** By-Laws Committee of the Board **of Governors**.

Election Procedures

B. CONSTITUENCIES: FACULTY ELECTED BY SENATE; ALUMNI MEMBERS; BOARD-ELECTED MEMBERS

B.1 Faculty Elected by Senate (2 members)

- (1) To be eligible for election by the Senate, the candidate must be a member of the faculty **constituency of Senate (see A.2.1 of the Senate Election Procedures)** and a member of the Senate at the time **of election** elected.
- (2) The election of members to the Board by the Senate shall be the responsibility of the Senate and by such procedure as the Senate shall determine.

B.2 Members Elected by the Alumni Association (4 members)

The election of members to the Board by the Alumni Association shall be the responsibility of the Association **except that the cost of such elections may be borne by the Board, subject to the approval of the Board.**

B.3 Members Elected by the Board (4 members)

- (1) The election of members by the Board under Section 9.(1) of the Act, clause (h) shall be by a majority of those members of the Board entitled to vote in such election present at the meeting at which the election takes place, provided that a quorum of fourteen such eligible members are present.
- (2) The Senior Policy and Operations Committee shall be responsible for the identification of candidates as vacancies occur and shall make nominations to the Board.
- (3) Voting shall be by show of hands, **or by ballot or electronic means** as may be determined by **the Chair of** the Board.

C. FILLING OF VACANCIES - Elected and Appointed Members

C.1 When a vacancy occurs prior to the expiration of the membership term of a member elected by the faculty-at-large, the administrative staff, or students, action in respect to the filling of the vacancy shall be as follows:

- (1) If the time remaining in the term of office is six months or less, the seat shall normally remain vacant until the next regular election. However, for faculty, administrative staff and student constituencies, if the time remaining in the term of office is six months or less and the vacancy occurs after the February elections and prior to the commencement of new terms in July, the member-elect in the same constituency will be invited by the **University Secretary** ~~Secretary of the Board~~ to assume the vacant seat.

Election Procedures

- (2) If the time remaining in the term of office is more than six months but less than two years, the vacancy shall be filled from among the eligible candidates of the constituency concerned who were unsuccessful in the last election, in a priority determined by their plurality in that election, and provided that to be thus eligible a candidate must have polled at least 20% of the votes cast in that election. Failing such circumstances, the **University Secretary** ~~Secretary of the Board~~ shall call a by-election.
- (3) If the time remaining in the term of office is more than two years, the vacancy shall be filled by a by-election.

The conduct of a by-election shall be the same as that of a regular election.

- C.2** When a vacancy occurs prior to the expiration of the membership term of a member elected or appointed by the Council of the City of London, the Lieutenant Governor in Council, the Alumni Association, the Senate, or the Board, the body responsible for electing or appointing such member shall be requested to appoint a person to fill the vacancy for the time remaining in the membership term except that if the time remaining in the term of office is six months or less, the Board may declare by resolution that the seat remain vacant until the next regular appointment period.

ITEM 4.4(g) – Revisions to MAPP Policy 1.51, Policy on Establishing University Policies & Procedures

ACTION REQUIRED: FOR APPROVAL FOR DISCUSSION

Recommended: That the Board of Governors approve that MAPP Policy 1.51, Policy on Establishing University Policies & Procedures be revised as shown.

EXECUTIVE SUMMARY:

The proposed revisions to MAPP Policy 1.51 are primarily administrative and include the following:

- Addition of:
 - 5. Consultation:
 - 5.01 Those responsible for the development or amendment of Policies and Procedures shall engage in timely and appropriate consultation with members of the University community who may be affected by the Policies and Procedures.
- Addition of Definition of [PVP] on Procedure for Policy 1.51
 - PVP: The President and the Vice-Presidents of the University.

The Procedure for Policy is provided for information only.

ATTACHMENT(S):

[Proposed Revisions to POLICY 1.51 and PROCEDURE FOR POLICY 1.51](#)

POLICY 1.51 – Policy on Establishing University Policies & Procedures

| | |
|-------------------------------------|--|
| Policy Category: | General |
| Subject: | Writing, Issuing and Maintaining University Policies and Procedures |
| Approving Authority: | Board of Governors |
| Responsible Officer: | President |
| Responsible Office: | University Secretariat |
| Related Procedures: | Procedures for Establishing New Policies or Amending Existing Policies |
| Related University Policies: | N/A |
| Effective Date: | January 27, 2011 |
| Supersedes: | (NEW) |

I. PURPOSE

The purpose of this ~~p~~Policy is to establish a consistent approach to the development of University Policies and Procedures ~~and to thereby~~ ensure that members of the University community and other users have ready access to well-~~de~~veloped and clear policies.

This document defines ~~University Policies~~ and ~~Procedures~~, outlines the steps for formulating, approving, issuing, amending, and revoking University Policies and Procedures, and defines the roles and responsibilities of responsible individuals and offices. Academic policies under the jurisdiction of Senate are not covered under this ~~P~~policy.

The University of Western Ontario formally approves, issues, and maintains all ~~University Policies~~ ~~and Procedures~~ using a consistent process and format. Individuals responsible for developing and maintaining ~~University Policies and Procedures~~ must follow the requirements outlined in this document ~~and in the associated Procedures~~ for drafting, approving, revising and withdrawing ~~University Policies and Procedures~~.

II. DEFINITIONS

~~University Policy~~: An official University directive that:

- provides guiding or governing principles to be followed in carrying out the activities of the University;
- establishes key requirements and responsibilities;

POLICY 1.51 – Policy on Establishing University Policies & Procedures

- helps ensure compliance with applicable laws, promotes operational efficiencies, advances the University’s mission, and/or reduces institutional risks.
- has broad application throughout the University and is binding on members of the University community, and
- is approved by the Board of Governors or the President (each an Approving Authority).

Procedures: Statements that:

- articulate the method by which a University-Policy is carried out,
- identify roles and responsibilities, and
- are approved by the Responsible Officer.

Responsible Officer: The President or Vice-President who is designated to be responsible and accountable for the development, implementation, maintenance and review of a University-Policy and any associated Procedures. More than one Responsible Officer may be designated for a particular Policy.

Responsible Office: A unit or division of the University that is responsible for developing and administering a Ppolicy and any associated PProcedures under the direction of the Responsible University-Officer. More than one Responsible Office may be designated for a particular Policy.

III. POLICY

1. General

1.01 University-Policies shall be:

- presented in common format,
- formally approved by the Board of Governors or President,
- maintained by the University Secretary and accessible to all interested parties upon request to the University Secretariat and ~~or~~ electronically on the University’s website,
- linked electronically to any associated Pprocedures for implementing the policy, and
- kept current by the ~~President or~~ Responsible Officer.

2. Policy Development and Approval Process

2.01 The President is authorized to approve University-Policies, except for those Policies that the Board of Governors reserves to itself for approval.

2.02 New-Ppolicies and associated Procedures or changes to existing Ppolicies and associated Procedures are developed by the Responsible Officers or their designates in accordance with the standards and ~~procedures~~ issued by the University Secretary.

2.03 The University Secretary, in consultation with the University Legal Counsel, may make editorial changes to a University-Ppolicy and associated Procedures, provided that such changes do not ~~substantially affect~~ alter the substance of the Ppolicy and associated Procedures and provided that such changes are approved by the Responsible Officer.

POLICY 1.51 – Policy on Establishing University Policies & Procedures

- 2.04 A ~~University P~~policy and associated Procedures becomes operational and enforceable upon approval or at a later date specified by the ~~A~~approving ~~A~~authority.

3. Policy Implementation and Review

- 3.01 Responsible Offices shall develop ~~P~~procedures for the implementation of ~~University-~~~~p~~Policies within their purview, and for timely review and updating of the ~~p~~Policies and associated Procedures as appropriate. Such ~~P~~procedures are subject to approval by the Responsible Officer.

4. Policy Amendment or Revocation

- 4.01 ~~University~~Policies and associated Procedures may be amended or revoked with the approval of the ~~original a~~Approving Authority in accordance with the procedures established by the University Secretary.

5. Consultation

- 5.01 Those responsible for the development or amendment of Policies and Procedures shall engage in timely and appropriate consultation with members of the University community who may be affected by the Policies and Procedures.

PROCEDURE FOR POLICY 1.51 – Establishing New Policies or Amending Existing Policies

PREAMBLE

Before proceeding to develop a new Ppolicy, proposers should consider first whether a university-Ppolicy is needed. University-Ppolicies share a number of characteristics that may include, but are not limited to the following:

- They are intended to change infrequently, and set the course for the foreseeable future.
- They reflect the University's mission, vision, values and principles.
- They apply broadly across the institution.
- They ensure compliance with applicable laws and regulations, and
- They manage institutional risk.

Proposers may wish to consult first with the University Secretary to determine whether the issue or concern is one appropriately addressed by a university-wide-Ppolicy, or whether there is already a Ppolicy or Pprocedure in place that addresses the issue or could be amended in such a way as to address the issue.

DEFINITIONS:

PVP: The President and the Vice-Presidents of the University.

1. All new and amended-Ppolicies must be in a format shown in **Appendix A**.
2. Proposals for new Ppolicies or for amendments to existing Ppolicies will be initiated by the President or the Vice-President responsible for the policy area (Responsible Officer) or by the Directors/Managers office—responsible for implementing policy in that area (Responsible Offices), with consultation with other offices as appropriate. Substantial draft revisions to existing Ppolicies or draft new Ppolicies will be reviewed by PVP before being forwarded.
3. The President or Vice-President Responsible Officer will forward the new Ppolicy or proposed amendments to the University Secretary who will determine:
 - (a) for a new Ppolicy, in consultation with the Responsible Officer and the University Legal Counsel, what level of approval authority is required. In the event of any disagreement with the decision, or any difficulty in coming to a final decision, the President and the Chair of the Board shall make the determination.
 - (b) for a new Ppolicy or revised Ppolicy, whether there is any conflict or overlap with or impact on any legal obligations or other existing Ppolicy and whether there is a need for new or revised Pprocedures to be linked to the Ppolicy.
 - (c) for a new Ppolicy, whether the established Ppolicy framework has been followed.
 - (d) for a new or revised Ppolicy, whether editorial or stylistic amendments are required, and, in consultation with University Legal Counsel, whether the language in the draft meets legal requirements.

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- (e) for a revised Ppolicy, whether the amendments are editorial or substantive. Editorial amendments may be approved by the University Secretary and the University Legal Counsel upon the recommendation of the ~~President or Vice-President~~ Responsible Officer.
4. Final versions of new Ppolicy proposals and major amendments to existing Ppolicies will be reviewed by PVP before being approved by the President or being submitted to the Board for approval.
5. Once a new Ppolicy or revisions to a Ppolicy are approved, the University Secretary will:
 - (a) advise Responsible Offices that the new/revised Ppolicy has been approved and confirm that any new Pprocedures required or necessary amendments to existing Pprocedures have been put in place.
 - (b) post the new or revised pPolicy to the Administrative Policies and Procedures website with links to any associated pProcedures.
 - (c) inform the University community, as appropriate of the new or amended Ppolicy.
6. In cases where existing Pprocedures linked to approved Ppolicies on the MAPP website are amended independently of an amendment to the pPolicy, the Responsible Officer or Office must inform the University Secretary at the time the amendments are made so that the University community, as appropriate, can be made aware of any changes.
7. ~~Proposals to revoke policies may be initiated by the President or the Vice-President responsible for the policy area (Responsible Officer) or by the Directors/Managers responsible for implementing policy in that area (Responsible Offices), with consultation with other offices.~~ Proposals to revoke Policies may be initiated by the Approving Authority or Responsible Officer or by the Responsible Office, as appropriate. Such proposals will be reviewed by PVP before being forwarded to the original Approving Authority ~~for~~ of the policy in question. The University Secretary must be notified of the revocation of any Ppolicy within the President's authority so that the MAPP website can be updated and the University community informed, as appropriate.

ITEM 4.4(h) – Amendment of the Board By-Law No. 1

ACTION REQUIRED: FOR APPROVAL FOR DISCUSSION

Recommended: That the Board of Governors approve that the Board By-Law No. 1 be revised as shown.

EXECUTIVE SUMMARY:

The Board is asked to consider amendments to By-Law No. 1 in order to recognize the current practice and circumstances and to tidy up some inconsistencies.

The proposed amendments include:

- Administrative amendments with respect to headings, numbering, capitalization and punctuation
- E.1(a)(ii) – amendment to “Unless the University Secretary, in consultation with the Chair, determines that special circumstances warrant meeting remotely, regular meetings shall be held in person. Members may attend up to two in-person regular meetings in an academic year by teleconferencing or other electronic means.”
- E.1(a)(iii) – amendment to “The schedule of regular Board and committee meetings for the next academic year will be presented to members at the first regular meeting of the calendar year.”

The practice has been for the Secretariat to prepare the annual schedule of regular meetings from January to December of the following year and present it to Board for information at the June meeting. There is a disconnect, as the annual schedule of meetings is presented from January to December, whereas the committee cycle and terms of committee members run from July 1 to June 30 each year.

- E.2 – amendment to “In-person meetings of the Board will be held on Western’s central campus unless notice of a different location is given.”
- E.4 – amendment of the fourth line to “The President (or another member of Western’s senior administration at the request of the President)”
- E.6 – amendment to split (a) into separate clauses (a) and (b) and to add a definition of a “special resolution of the Board” as (c) - “A special resolution of the Board requires a two-thirds majority of those present and voting to pass.”

Special resolutions are referred to in the By-Laws but they are not defined in the Act, the By-Laws or other governing documents.

- E.6(e) – amendment to “A resolution by electronic vote permitted by the Chair and passed by a majority of the Board members eligible to vote on the resolution, or a two-thirds majority in the case of a special resolution, shall have the same force and effect as if passed at a regularly constituted meeting of the Board.”
- G.5 – amendment to change the introductory paragraph to “The membership of the Board’s committees, and the appointment of their Chairs and Vice-Chairs, shall be determined by the Board annually at the last regular meeting of the academic year on the recommendation of the Senior Policy and Operations Committee. A list of the committees and their membership as approved shall be published and distributed to members following that meeting.”
- G.5(a) – amendment to “The Senior Policy and Operations Committee may fill interim vacancies in the membership of committees as necessary and will advise the Board of such appointments.”
- G.9(b)(ii) – amendment to add at the beginning “Special meetings of a committee shall be held as agreed by the committee or as called by the Chair of the committee.”
- I.1 – delete this section as this delegation of authority is addressed in the Senior Policy and Operations terms of reference and in Special Resolution No. 2.
- Q.3 – delete the word “special” such that the Board may delegate authority to a committee of the Board to approve non-substantive amendments to the By-Laws by way of resolution approved by a majority rather than two-thirds.

This would be consistent with the current By-Law provisions G.1 and G.2 which provide that the composition, duties and responsibilities of the standing committees and any other committees the Board may establish shall be determined by “resolution”, as opposed to by “special resolution”.

ATTACHMENT:

[Amendment to Board By-Law No. 1](#)

By-Law No. 1

Effective Date: **TBD June 27, 2019**

Supersedes: **June 27, 2019;** September 26, 2017

Being a by-law to regulate generally the affairs and the exercise of the powers of The Board of Governors (hereinafter referred to as the **Board**) as set forth in The University of Western Ontario Act 1982 **as amended in 1988 and 2016** (hereinafter referred to as the **Act**) and the calling and conduct of its meetings.

BE IT ENACTED AND IT IS HEREBY ENACTED as a by-law of ~~The Board of Governors of The University of Western Ontario~~ as follows:

A. CORPORATE SEAL

1. The Corporate Seal of the Board shall be in the form impressed in the margin hereof and it shall be in the custody of the **University** Secretary ~~of the Board~~ or such other person as the Board may from time to time designate.

B. ELECTION OF BOARD MEMBERS

- ~~12.~~ The election and appointment of members of the Board shall be governed by the provisions of the Act in respect to number, eligibility for election and term of office.
- ~~23.~~ The **University** Secretary ~~of the Board~~ shall be the Chief Returning Officer.
- ~~34.~~ Elections shall be conducted in accordance with procedures determined by **special resolution** of the Board.¹

C. MEMBERSHIP ON THE BOARD

- ~~15.~~ The **University** Secretary shall maintain a roll showing the names and addresses of each member which may be used for service of any notice. Each member shall maintain current information with the **University** Secretary.
- ~~26.~~ Except for the *ex officio* members, the **University** Secretary shall maintain records of the service of members appointed to the Board and shall notify the appointing authority of the expiration of a member's term of office at least one month in advance of the expiration

¹ Election Procedures - See [Special Resolution No. 9](#)

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date.

37. For purposes of this by-law, membership year means the twelve-month period beginning on July 1 and ending on June 30. The membership year of a member of the Board, other than an *ex officio* member, shall be twelve months from the date of appointment as follows:

(a) For members elected by the Senate, faculty at large, students, and administrative staff, the membership term shall begin on July 1, except where the member is appointed to fill a vacancy under the provisions of Special Resolution No. 9,² but in all cases the membership term shall end on June 30;

(b) For members appointed by the Lt. Governor in Council, Council of the City of London, Alumni Association, and Board of Governors, the membership term shall begin on the date the appointment becomes effective and shall end 48 months later.

48. Pursuant to section 12(3) of the **UWO Act (1982)**, where within any membership year a member of the Board, other than an *ex officio* member, who has not been granted leave of absence, attends less than 50 percent of the regular meetings of the Board, the Board may by resolution declare such membership vacant. The Chair of the Board shall contact any member who does not meet the requirements of section 12(3) of the **UWO Act** and termination of Board membership may be recommended to the Board.

9. Section 12(4) of the **UWO Act (1982)** requires that the Board, by resolution, declare a membership vacant if the member fails to attend less than 25 percent of the regular meetings of the Board in a membership year.

10.(a) The Chair of the Board may grant a leave of absence to a member, but, with the exception of an *ex officio* member, a member who expects or finds an inability to fulfill responsibilities as a member of the Board for six consecutive months or more should resign membership on the Board.

(b) The Chair of the Board shall contact any member who does not meet the requirements of section 12(3) of the **UWO Act** and termination of Board membership may be recommended to the Board.

(c) Section 12(4) of the **UWO Act (1982)** requires that the Board, by resolution, declare a membership vacant if the member fails to attend less than 25 percent of the regular meetings of the Board in a membership year.

511. Pursuant to Section 17 of the **University of Western Ontario Act (1982, as revised in 1988)**, no member of the Board of Governors whose salary is paid under a collective agreement or Memorandum of Agreement between the University and a union or employee association may serve as a member of any team negotiating matters related to the remuneration or

² Election Procedures

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benefits, terms of employment, rights or privileges available to employees in a class or group of employees of the University.

612. At the discretion of the Chair of the Board, a member of the Board or a member of its committees may be reimbursed for expenses incurred in attending meetings or in the performance of duties as a member of the Board or a Board committee member, at rates applicable to officers of the University.
713. Pursuant to Section 12(5) of the ~~UWO Act (1982) (as updated from time to time)~~ the Board has the authority to terminate membership of a **member Governor** (save for *ex officio* members and the Vice-Presidents). The Board may elect to sanction or terminate membership of a **member Governor** in the event a **member Governor** has violated any provision of the ~~UWO Act (1982)~~, by-laws, written policies of the University, and/or the Principles of Engagement.

~~D.~~ **OFFICERS OF THE BOARD**

114. The Board shall elect, from those members eligible under the Act, a Chair and a Vice-Chair who shall each hold office for a term of 24 months, commencing on the **following** first day of ~~January~~ **July in the year following**. The Chair and the Vice-Chair may be re-elected for successive terms.
215. In the event of a vacancy in the office of Chair or Vice-Chair for any reason, the Board shall elect a replacement from those members eligible under the Act, who shall hold office until the next election under ~~article D.1~~ **section 12** hereof; provided, however, that if the time remaining in the term of office falling vacant is six months or less, the Board in its discretion may allow the office to remain vacant until the next regular election.
316. The Chair shall preside at all meetings of the Board and shall carry out such other duties as the Board may from time to time prescribe. In the case of absence or illness of the Chair, or there being a vacancy in that office, the Vice-Chair shall act and shall have all the powers of the Chair.
417. In the absence or illness of both the Chair and the Vice-Chair, or there being vacancies in these offices, the powers and duties of the Chair shall be exercised by an Acting Chair who shall be determined by order of precedence as follows, subject to the provisions of Section 14(2) of the Act:

The Chair of the Property **& and** Finance Committee
The Vice-Chair of the Property **& and** Finance Committee
Other members of the Senior Policy and Operations Committee in order of seniority of Board membership

518. The University Secretary shall be appointed by the Board, **and** shall hold office at the pleasure of the Board **and shall serve as Secretary of the Board**.

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619. Unless otherwise determined by the Board, in the absence of the **University** Secretary, an Associate **University** Secretary designated by the **University** Secretary to so act shall perform the duties of the Secretary of the Board.
720. The **University** Secretary shall attend all meetings of the Board and shall:
- (a) enter or cause to be entered in books for that purpose, minutes of all proceedings;
 - (b) provide copies of such minutes to all Board members as soon as possible;
 - (c) give, or cause to be given, all notices required to be given to members of the Board as well as agenda and related documents as may be necessary for a meeting;
 - (d) be responsible for arrangements for meetings;
 - (e) be the custodian of the minute books, papers, records, documents, and other instruments of the Board;
 - (f) be responsible for the dissemination of decisions or instructions by the Board to all parties concerned unless otherwise ordered by the Board; and
 - (g) perform such other duties as may from time to time be prescribed by the Board or required by law.

E. MEETINGS

121. ~~(a)~~ **Regular Meetings** The following provisions apply to regular meetings of the Board:
- (ia) There will normally be at least five regular meetings of the Board each year, unless otherwise determined by the Board. The Chair may cancel a regular meeting if, after consultation with the President, ~~he/she~~ **the Chair** is satisfied that the holding of a regular meeting is not warranted because of insufficient agenda.
 - (iib) **Unless the University Secretary, in consultation with the Chair, determines that special circumstances warrant meeting remotely, regular meetings shall be held in person.** Members may attend up to two **in-person** regular meetings in **an academic a calendar** year by teleconferencing or other electronic means.
 - (iiic) **The annual calendar of regular meetings will be provided to members no later than November 1 of the preceding year. The schedule of regular Board and committee meetings for the next academic year will be presented to members at the first regular meeting of the calendar year.**
 - (ivd) The agenda for the meeting shall be prepared by the **University** Secretary in consultation with the Chair and President as required. The **University** Secretary shall be notified of all matters for inclusion in the agenda for regular meetings of the Board not less than seven days before the day of the meeting at which they are to be presented, and only those matters of which the **University** Secretary has been so notified shall be included in the agenda
 - (ve) Normally, an agenda and documents for a regular meeting will be provided to members at least five days prior to the meeting. With the permission of the Chair, items may be added to the agenda, or additional documentation provided after the five-day deadline.
 - (vif) Notices of meetings and agenda materials are normally distributed by electronic means.
 - (viig) The accidental failure to give notice of a regular meeting to any member of the

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Board or any accidental irregularity in connection with the giving of notice shall not invalidate the proceedings at such meeting.

- (viii) In the event that a meeting is adjourned to reconvene at a stated time and place, no further notice is necessary unless the meeting so adjourned decides otherwise by resolution.

22. (b) ~~Special Meetings~~ The following provisions apply to special meetings of the Board:

- (i) Special meetings ~~may~~ shall be held as agreed by the Board, or as called by the Chair, or as called by the **University** Secretary on direction in writing by seven members of the Board.
- (ii) Board members may attend special meetings through teleconferencing or other electronic means.
- (iii) The agenda for a special meeting shall be prepared by the **University** Secretary in consultation with the Chair and President as required. No business may be conducted at a special meeting other than those matters for which it was called.
- (iv) Notice of special meetings, together with the agenda, shall normally be made available to each member not less than two days before the meeting is to take place. In urgent circumstances, and with the approval of the Chair, a special meeting may be called and materials provided within a shorter time frame.
- (v) Notices of special meetings and agenda materials are normally distributed by electronic means.
- (vi) The accidental failure to give notice of a special meeting to any member of the Board or any accidental irregularity in connection with the giving of notice shall not invalidate the proceedings at such meeting.
- (vii) In the event that a special meeting is adjourned to reconvene at a stated time and place, no further notice is necessary unless the meeting so adjourned decides otherwise by resolution.

23. ~~Meetings of the Board will be held in the Board Room, Stevenson Hall unless notice of a different location is given. In-person meetings of the Board will be held on Western's central campus unless notice of a different location is given.~~

OPEN AND CLOSED SESSIONS

24. (a) Normally, regular meetings of the Board are divided into open and closed sessions. Subject to limitations of space, members of the public may attend the open session of any Board meeting. Notice of the date, time, and location of the public session of regular meetings shall be sufficiently given if ~~published in the Western News or~~ posted on the ~~university's~~ **University Secretariat's** web page at least two weeks in advance. Notice of special meetings open to the public may be given by other means and for a shorter period of time at the discretion of the Chair.
25. (b) The Board meets in closed session to consider confidential business, such as matters concerning personnel, finance, acquisition or disposal of property, and other confidential matters of the University, the disclosure of which might be prejudicial to an individual or to the best interests of the University. Attendance at closed session meetings is limited to

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members, Secretariat staff, and those invited to attend by the Board to assist with its deliberations.

426. The following provisions apply to items of business on the Board's agenda:

- (a) Items of business shall normally be presented to the Board by the following only:

The Chair of the Board

The Chairs of a committees of the Board

The President ~~(or a vice president at the request of the President)~~ (or another member of Western's senior administration at the request of the President)

The Senate (through the President and Vice-Chancellor as its Chair)

but a member of the Board may present an item which has been submitted to and approved by the Chair of the Board for inclusion in the agenda of the meeting prior to its approval ~~the meeting~~.

- (b) In special circumstances, and with advanced notice, the Chair may grant speaking privileges to others. [Note: moved from previous section E.10(a)]

- (c) Other than as provided in this section, the Board shall not accept recommendations, proposals, or submissions from, or deal directly with, any individual or component of the University or any campus organization other than as referred to in ~~article E.4 section 26~~ hereof. [Note: moved from previous section M.1]

- ~~1~~(d) Except for the reports of committees, items of business furnished to the University Secretary for inclusion on the agenda, pursuant to this ~~article section 26~~, shall be summarized in appropriate form with relevant supporting documents to be attached as necessary.

527. The business of a meeting shall be confined to the agenda as approved by the Board at the beginning of the open and closed sessions and no new matter shall be dealt with unless a majority of members present approve ~~the its~~ introduction of such new matter.

~~13~~28. The conduct of meetings shall follow the Rules of Procedure at Meetings approved by the Board, and for matters not covered in the Rules of Procedure ~~at Meetings~~, the Board's approved parliamentary authority.

VOTING

629. The following provisions apply to voting:

- (a) Each member shall have one vote except the Chair who may vote only when the vote is by ballot or to break or create a tie, but if the Chair creates a tie the Chair cannot break it. ~~Unless otherwise stated in this by law, the Board's meeting~~

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~~procedures, or the Board's approved parliamentary authority, motions require a simple majority of those present and voting to pass.~~ Voting may be by show of hands, by such other means as the Board may determine, or by assumed consent when no dissent is voiced.

(b) Unless otherwise stated in this by-law, the Board's meeting procedures, or the Board's approved parliamentary authority, motions require a simple majority of those present and voting to pass.

(c) A special resolution of the Board requires a two-thirds majority of those present and voting to pass. [Note: we have been unable to find any previous definition of a "special resolution" of the Board]

(d) ~~(b)~~ A resolution signed by all members of the Board shall have the same force and effect as if passed at a regularly constituted meeting of the Board.

(e) ~~(c)~~ A resolution approved by electronic mail ballot vote permitted by the Chair of the Board and passed by a majority of the Board members eligible to vote on the resolution, or a two-thirds majority in the case of a special resolution, shall have the same force and effect as if passed at a regularly constituted meeting of the Board.

730. All dissenting votes at the level of the by Board members of Governors which relate to issues that may incur personal liability as a result of statutory regulation shall be recorded in the minutes if requested by the dissenting member at the time the vote is taken. Members absent from a meeting may submit to the University Secretary of the Board notice of dissent not more than 7 days after receipt of the Board minutes. Notices of dissent so submitted will be retained on file by the University Secretary of the Board, but shall not affect the outcome of the vote nor be recorded in the Minutes.

CONFIDENTIALITY

831. Members of the Board shall observe strictly the confidential nature of business dealt with in closed session and it shall be their responsibility to ensure that such information is not divulged to unauthorized persons. At the commencement of a closed session the Chair shall remind members of their obligations in respect to confidentiality, by reading or directing their attention to the following caution:

Members are reminded that discussions entered into and the decisions made during the closed session of this meeting are carried out in confidence and are not to be repeated or discussed outside the Boardroom. Any material provided for the session will be retained in confidence afterwards, or may be returned to the University Secretary at the end of the meeting.

Decisions reached during the closed session which are to be announced after the meeting will be made public by official announcement or press release only and such publication does not free members of the obligation to hold in confidence the

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discussions which took place in the meeting or the material involved.

The continued presence of a member in the room shall indicate acceptance of these conditions.

932. Should a member declare an intention of noncompliance with the conditions of confidentiality and refuse to leave the room when requested to do so, the Chair shall, subject to a resolution of the Board, supported by a majority vote:
- (a) inform the offending member that, pending assurance to the effect that henceforth the member shall abide by the rules of the Board in respect to the confidentiality of information, the member shall be barred from attendance at any meeting of the Board or its committees at which business of a confidential nature will be dealt with and shall not be sent any notices or material in respect to them; and/or
 - (b) adjourn the meeting, after having informed members that it will be reconvened at a time and place of which the offending member will not be notified.

CONDUCT OF OPEN MEETINGS

1033. The following provisions apply to open meetings:

- (a) ~~Permission to address the Board is normally restricted to those members of the administration or other invited guests presenting items of business for the Board's consideration. In special circumstances, and with advanced notice, the Chair may grant speaking privileges to others.~~
- (ba) Spectators (including representatives of the news media) attending the open session of a meeting are not permitted to address a meeting, communicate with individual members during the meeting, or disturb the conduct of a meeting in any way. Spectators must remain in their assigned seats while in the meeting room.
 - (db) Recording is not permitted, except with the permission of the Chair.
 - (c) Space permitting, members of the press may video record a meeting provided that they have made arrangements in advance with the University Secretary and the **Chief Communications Officer** ~~Associate Vice President (Public Relations & Community Affairs)~~. Placement of cameras within the meeting room will be at the direction of the University Secretary.
 - (ed) Space permitting, and with the approval of the Chair, placards or signs may be brought into the meeting room provided that they are of a size that will not obstruct any doorway, or the view of others in the room, and are made of materials that could not be used to harm individuals or damage property. Placards or signs that have been permitted in the meeting room or been

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brought in without permission must be removed if so ordered by the Chair at any point in the meeting.

- ~~11~~ **(e)** Spectators may obtain copies of the agenda and the non-confidential portion of the supporting material from the University Secretariat's website.

OFFICIAL MINUTE BOOK

- ~~12~~**34.** The official Minute Book shall be open to the inspection of any member of the Board at any time during regular office hours in the office of the **University Secretariat** ~~Secretary of the Board~~, but such inspection shall not be permitted by other persons.
- ~~(a)~~**35.** The **University** Secretary shall be responsible for safeguarding the confidentiality of the minutes of closed sessions of the Board meetings but shall have discretion to furnish extracts therefrom to authorized officers of the University or in satisfaction of a reasonable request.
- ~~(b)~~**36.** The minutes of the open sessions of the Board's meetings shall be published electronically by the **University** Secretary.
- ~~13~~**31.** ~~The conduct of meetings shall follow the Rules of Procedure at Meetings approved by the Board, and for matters not covered in the Rules of Procedure at Meetings, the Board's approved parliamentary authority.~~ **[note: moved to "Meetings" section as section 28]**

F. QUORUM

- ~~13~~**37.** A quorum of the Board consists of ten members, of whom at least five shall be members appointed or elected under clauses (b), (c), (d), and (h) of Section 9(1) of the Act.

G. COMMITTEES

- ~~13~~**38.** The Board shall maintain as standing committees of the Board, *inter alia*:

The Audit Committee
The Governance and By-Laws Committee
The Fund Raising **& and** Donor Relations Committee
The Property **& and** Finance Committee
The Senior Policy and Operations Committee

and the composition, duties and responsibilities of such committees shall be as determined from time to time by resolution of the Board.

- ~~2~~**39.** The Board may from time to time by resolution establish and appoint such other standing or ad hoc committees as it sees fit and determine the composition, duties and responsibilities of any committees so established.

- ~~3~~**40.** Committees of the Board are established primarily to make recommendations to the Board

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and they may not commit the Board in any matter unless authority to do so has been specifically delegated by the Board. Unless otherwise authorized by the Board, committees of the Board shall report only to the Board.

441. Standing committees may recommend the establishment of subcommittees as necessary, the composition, duties and responsibilities of which shall be submitted to the Board for approval.
542. The membership of the Board's committees and subcommittees, and the appointment of their Chairs and Vice-Chairs, shall be determined by the Board annually at the last regular meeting of the academic year on the recommendation of the Senior Policy and Operations Committee. A list of the committees and their membership as approved shall be published and distributed to members following the that meeting.
- 43.(a) The Senior Policy and Operations Committee may fill interim vacancies in the membership of committees and subcommittees as necessary in the succeeding 12 months and will advise the Board of such appointments.
- 44.(b) Membership on committees and subcommittees of the Board shall expire when the member ceases to be a member of the Board. Continuing membership on committees and organizations external to the Board (where a member was appointed by the Board) will be at the pleasure of the Board and in accordance with the membership regulations of the external organization.
645. The schedules of the regular committee meetings will be posted on the University Secretariat's website.
746. Where the University Secretary of the Board is a member or resource person on a standing committee of the Board, the University Secretary may designate another person to act on his/her behalf on such committee or subcommittee.
847. A majority of the voting members of each committee shall constitute a quorum at any meeting.
948. ~~(a) Regular Meetings~~ The following provisions apply to regular meetings of committees:
- (ia) The agenda for the meeting shall be prepared by the University Secretary in consultation with the Chair, the President and the appropriate Vice-Presidents as required. The University Secretary shall be notified of all matters for inclusion in the agenda not less than seven days before the day of the meeting at which they are to be presented.
 - (#b) Notice of regular meetings together with the agenda, shall be made available to each member not less than five days before the meeting is to take place. With the permission of the Chair of the Committee, items may be added to an agenda and additional documentation distributed within a shorter time frame.
 - (#ic) Notice to members may be given by mail, telephone, facsimile, ~~electronic mail~~ or **electronic means voice mail**.

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- (ivd) Attendance at committee meetings by teleconferencing or other electronic means is permitted.
- (ve) The accidental failure to give notice of a meeting to any member of the committee or any accidental irregularity in connection with the giving of notice shall not invalidate the proceedings at such meeting
- (vif) In the event that a meeting is adjourned to reconvene at a stated time and place, no further notice is necessary unless the meeting so adjourned decides otherwise by resolution.

49. ~~(b) Special Meetings~~ The following provisions apply to special meetings of committees:

- (ia) The agenda for the meeting shall be prepared by the **University** Secretary in consultation with the Chair, the President and the appropriate **Vice-P**residents as required. The **University** Secretary shall be notified of all matters for inclusion in the agenda not less than four days before the day of the meeting at which they are to be presented.
- (ib) **Special meetings of a committee shall be held as agreed by the committee or as called by the Chair of the committee.** Notice of special meetings together with the agenda, shall be made available to each member not less than two days before the meeting is to take place. With the permission of the Chair of the **c**ommittee, items may be added to an agenda and additional documentation distributed within a shorter time frame.
- (iic) Notice to members may be given by mail, telephone, facsimile, ~~electronic mail~~ or **electronic means voice mail**.
- (ivd) Attendance at committee meetings by teleconferencing or other electronic means is permitted.
- (ve) The accidental failure to give notice of a meeting to any member of the committee or any accidental irregularity in connection with the giving of notice shall not invalidate the proceedings at such meeting
- (vif) In the event that a meeting is adjourned to reconvene at a stated time and place, no further notice is necessary unless the meeting so adjourned decides otherwise by resolution.

~~10~~50. The general conduct of **committee** meetings shall follow the rules and procedures as set forth in the Rules of Procedure at **M** Meetings, and for matters not dealt with in the Rules of Procedure **at Meetings**, the Board's approved parliamentary authority.

~~11~~51. Unless provided otherwise in the Rules of Procedure **at Meetings** or the Board's approved parliamentary authority, all questions at a meeting shall be decided by a majority **of the** votes of the members present and voting. Each voting member of the committee present at a meeting, including the Chair, shall be entitled to one vote and any motion on which there is equality of votes shall be deemed to have been defeated. A resolution approved by electronic means permitted by the Chair of the committee and passed by a majority of the voting committee members shall have the same force and effect as if passed at a regularly constituted meeting. A report of decisions taken electronically between meetings shall be provided for information at the next available meeting.

By-Law No. 1

1252. The **University** Secretary shall keep a record of the proceedings of every meeting and the minutes of every such meeting shall be submitted at the next meeting of the committee for adoption.
1353. All Board standing committees meet in closed session or in camera. Committee discussions, minutes, agenda materials and related documents are confidential. Committee members, members of the Board and others who are given access to such materials are responsible for their safe custody, unless the materials are explicitly released to the public by the committee concerned or by the Board.
1454. **Any members** of the Board ~~who are not members~~ **may attend meetings and have access to the materials** of the Audit Committee, the Governance **& and** By-Laws Committee, the Fund Raising **& and** Donor Relations Committee, and the Property **& and** Finance Committee ~~may attend meetings of those committees~~ **as an** observers, provided that:
- (a) they observe the confidentiality of the proceedings to the same degree required of committee members, and
 - (b) **a** committee may choose, at any time, to move in camera and require those who are not members of the committee or needed resource personnel to leave.

The Senior Policy **& and** Operations Committee always meets in camera and only members of the committee, named resource personnel or others invited by the **Committee Chair of the committee** may attend its meetings and have access to its materials.

H. **CHIEF EXECUTIVE OFFICER**

155. The President, as the Chief Executive Officer, shall have the authority and responsibility for administering the affairs of the University in accordance with policies ~~laid down~~ **approved** by the Board.
256. Subject to ~~article 1.2(b)~~ **section 50(b)**, the President is empowered to delegate presidential authority during the period of any temporary absence to any other officer of the University provided that, in the absence of such delegation of authority, the senior **Vice-President** present, other than an Acting Vice-President, shall be the Acting President according to seniority as follows:

The Provost & Vice-President (Academic)
The Vice-President (Operations & Finance)
The Vice-President (Research)
The Vice-President (~~External~~ **University Advancement**)

The President shall inform the Chair, Vice-Chair and University Secretary of any such absence and delegation.

357. **Notwithstanding section 56,** the Board may, in the absence of the President, and shall, in the event of a vacancy in the office of the President, appoint an Acting President upon such terms and conditions as the Board may prescribe.

By-Law No. 1

I. DELEGATION OF AUTHORITY

~~1. The Senior Policy & Operations Committee is authorized to approve appointments, excluding the appointment of the President or a Vice President, on the recommendation of the President in circumstances where the selection process has been completed but a regular meeting of the Board is not scheduled to be held within a reasonable time.~~ [Note: this section deleted from the By-Law as delegation of this authority is addressed in Special Resolution No. 2 and in the SPOC terms of reference]

~~258.~~ The Board may delegate authority:

- (a) to standing committees and other committees created by it by resolution or as set forth in terms of reference or policies approved by the Board. Authority delegated to a committee shall not be further delegated to a subcommittee except as authorized by the Board, **and**
- (b) to the President and other persons by resolution. Further delegation of authority by persons named in such resolutions to other persons, shall be as defined and described in administrative policies and procedures approved by the President and authorized by the Board.

~~359.~~ During the months of the year when no regular meetings of the Property **& and** Finance Committee or the Senior Policy and Operations Committee are scheduled, the functions of that committee may be performed by **electronic vote or by** any three of its members from time to time present at a meeting, of whom at least one shall be

The Chair or the Vice-Chair of the committee, or failing such,
The Chair of the Board or the Vice-Chair of the Board

When such meetings are called, all members of the committee shall be notified and invited to attend. Business transacted at such meetings shall be reported to the ~~Property & Finance~~ **relevant** committee at its next regular meeting.

J. EXECUTION OF INSTRUMENTS

~~160.~~ Unless otherwise provided by the Board, and except as herein provided, documents obligating the University which require the Corporate Seal to be affixed thereto shall be signed by two persons, one of whom shall be the **University** Secretary ~~of the Board~~, and the other of whom shall be:

- (a) Respecting documents which, by reason of subject matter or amount, exceed authority to sign delegated elsewhere by the Board,

The Chair or the Vice-Chair of the Board or in their absence,
The Chair of the Property **& and** Finance Committee or the Vice-Chair of the

By-Law No. 1

Property ~~&~~ **and** Finance Committee

- (b) Respecting documents which are within delegated authority to sign or which, in the opinion of the **University** Secretary ~~of the Board~~, may be reasonably considered to be of lesser importance or value, one of

The President ~~& Vice-Chancellor~~
The Vice-President (Operations & Finance)
The Provost & Vice-President (Academic)
The Vice-President (Research)
The Vice-President (~~External~~ **University Advancement**)

~~2~~**61.** The Corporate Seal may be affixed to:

- (a) diplomas and certificates approved by Senate or awarded at Convocation; such documents may be signed by the Registrar, together with the President and the Dean of the Faculty or School concerned or such other officers as may be specified by Senate from time to time.
- (b) transcripts of official academic records, which must be signed by the Registrar.

~~3~~**62.** The Seal of the Office of the Registrar may be affixed to academic documents of lesser importance. Such documents shall be signed by the Registrar or by such other persons as designated by the Registrar or by other persons consistent with the purpose of the document in question.

~~4~~**63.** The Board may at any time determine the manner in which, and the person or persons by whom, any particular deed, transfer, assignment, contract or obligation, or any class thereof may or shall be signed.

~~K.~~ **BANKING**

~~1~~**64.** The banking affairs of the University shall be transacted with such banks, or other corporations carrying on a banking business, as the Board may from time to time designate by resolution, and all such banking affairs shall be transacted on behalf of the Board by such persons as the Board may designate by resolution and to the extent therein provided.

~~L.~~ **INVESTMENTS**

~~1~~**65.** The Board may designate by resolution authority to manage the investments owned or held in the name of the University and to purchase, transfer, exchange, sell or otherwise dispose of securities in accordance with policy approved by the Board.

~~M.~~ **CHANNELS OF COMMUNICATION**

~~1~~**58.** ~~The Board shall not accept recommendations, proposals, or submissions from, or~~

By-Law No. 1

deal directly with, any individual or component of the University or any campus organization other than as referred to in ~~article E.4 section 22~~ hereof. [Note: moved to section 26(c)]

~~N.~~ **FISCAL YEAR**

~~66.~~ The fiscal year of the Board shall be a twelve-month period commencing on the first day of May and ending on the thirtieth day of April in the ~~next~~ succeeding year.

~~O.~~ **USE OF UNIVERSITY NAME AND ARMS**

~~67.~~ No persons shall assume or use the name or the coat-of-arms of The University of Western Ontario, or any design in imitation of the same, or any trademark, copyrighted material or brand of the ~~U~~University without the authority of the Board.

~~P.~~ **PARLIAMENTARY AUTHORITY**

~~68.~~ The American Institute of Parliamentarians Standard Code of Parliamentary Procedure (latest edition) shall govern the Board ~~of Governors~~ and its committees and subcommittees in all parliamentary situations not provided for in the Act, the by-laws of the Board, ~~s~~special resolutions, or Rules of Procedure at Meetings.

~~Q.~~ **AMENDMENT**

~~69.~~ Notice of any motion to enact, amend or repeal any ~~by-law~~ of the Board shall be given ~~to the Board~~ by mail, facsimile, or electronic ~~mail means~~ at least 30 days prior to the meeting of the Board at which the motion is to be presented.

~~70.~~ A motion to enact, amend or repeal any ~~by-law~~ of the Board shall not carry unless it receives the affirmative vote of at least 15 members of the Board.

~~71.~~ Notwithstanding ~~sections 69 and 70 1. and 2.~~ above, the Board may, by ~~special~~ resolution, delegate authority to a committee of the Board to approve non-substantive amendments to the ~~by-laws~~. Non-substantive amendments require the affirmative vote of ~~a~~ majority of those present at a duly constituted meeting of the Board or of a committee to which the Board ~~has~~ delegated ~~s~~ authority to approve such amendments. ~~Any a~~ amendments made by a committee on delegated authority of the Board will be reported to the Board at its next regular meeting. [Note: point of discussion regarding "special resolutions" and this is now consistent with sections 39 and 58(a) re determining duties of and delegation to committees]

(a) ~~Non-substantive amendments require the affirmative vote of majority of those present at a duly constituted meeting of the Board or of a committee to which the Board delegates authority to approve such amendments.~~

(b) ~~Amendments made by a committee on delegated authority of the Board will be reported to the Board at its next regular meeting.~~

ITEM 5.0 – Unanimous Consent Agenda

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

Recommended: That the items listed on the consent agenda be approved or received for information by the Board of Governors by unanimous consent.

EXECUTIVE SUMMARY:

The Board's parliamentary authority - *American Institute of Parliamentarians Standard Code of Parliamentary Procedure* (formerly called *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 governing bodies 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 governing body to focus on major items of business. While approval of an omnibus motion saves time at 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, they 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 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, they 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 present.

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.

ITEM 5.1(a) – New Scholarships, Awards, and Prizes

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

On behalf of the Board of Governors, the Property & Finance Committee approved the following new Scholarships, Awards, and Prizes at its meeting on September 14, 2021 in accordance with the Property & Finance Committee Terms of Reference.

ATTACHMENT(S):

[New Scholarships, Awards, and Prizes](#)

ITEM 5.1(a) – New Scholarships and Awards

Lincoln Environmental Consulting Scholarship for Women in Engineering (Engineering)
Awarded annually to a female student in Year 3 of the Civil Engineering program, based on academic achievement. Preference will be given to a student pursuing Environmental Engineering who attended a high school in London, ON. Selection of the recipient will be made by the Undergraduate Engineering Awards Committee. This scholarship was established by Lincoln Environmental Consulting.

Value: 1 at \$2,000

Effective Date: 2021-2022 to 2025-2026 academic years inclusive

Sullivan Founders Award (Any Undergraduate Program)

Awarded annually to full-time undergraduate students in Year 2 of any degree program based on demonstrated engagement with entrepreneurship activities at Western and academic achievement. Applications can be obtained online through the Morrissette Institute for Entrepreneurship's website and must be submitted with a one-page statement that describes the applicant's entrepreneurship activities. Applications will be open to students at the end of Year 1, with an application deadline of April 30th. Recipients will be confirmed in the fall once they register in Year 2. A committee in the Morrissette Institute for Entrepreneurship will select the recipients. The award will continue in Years 3 and 4, provided that the recipient maintains full-time status and continues engagement with entrepreneurship activities at Western, as determined by the Morrissette Institute for Entrepreneurship. The award value will increase to \$10,000 in Year 4, as long the recipient progresses to leadership of entrepreneurship activities, as determined by the Morrissette Institute for Entrepreneurship. If a recipient does not maintain the award, a replacement student will be selected from the same cohort. This award was established with a generous gift from Kevin Sullivan (BA '80, LLB '83).

Value: 2 at \$20,000 (\$5,000 in years 2 and 3, and \$10,000 in year 4)

Effective Date: 2021-2022 to 2027-2028 (the last new recipients will be selected in 2025-2026)

Bluewater Power Distribution Corp Scholarship (Engineering)

Awarded annually to a full-time student registered in a program offered by the Department of Electrical and Computer Engineering who has achieved a minimum 80% average in a third-year power systems course and is interested in pursuing a career in the power systems industry. An online application must be submitted through the Engineering Undergraduate Services website (<http://www.eng.uwo.ca/undergraduate>) by September 30th and include a brief statement outlining the career aspirations of the student. The Undergraduate Engineering Awards Committee will select the recipient. This award was established with a generous gift from Bluewater Power Distribution Corp, who has been delivering power to the Sarnia-Lambton area for over 100 years.

Value: 1 at \$1,500

Effective Date: 2021-2022 to 2025-2026 academic years inclusive

Dr. James H. Purvis Bursary in Medicine with Masters (Schulich School of Medicine & Dentistry)

Awarded annually to graduate students enrolled in a Master's program at the Schulich School of Medicine & Dentistry, London campus based on demonstrated financial need. Students must have been accepted into a Doctor of Medicine (MD) program and taken a leave to pursue a Master's degree. Graduate students must submit a one-page statement outlining their financial need to Graduate Studies and Post-doctoral Affairs at Schulich Medicine & Dentistry by October 31st. A committee will select the recipients. At least one representative of the committee must hold current membership in the School of Graduate and Postdoctoral Studies. This bursary was established by Dr. James H. Purvis (MD '64).

Number and value will vary with a minimum value of \$10,000 per student

Effective Date: May 2021 to April 2026

After practicing medicine in Windsor, ON for many years, Dr. Purvis retired to the family farm in Belle River, ON. Dr. Purvis died in 2020 at age 81.

Dr. James H. Purvis Bursary in Medicine (Schulich School of Medicine & Dentistry)

Awarded annually to two full-time students entering Year 1 of the Doctor of Medicine (MD) Program, Windsor Campus, based on demonstrated financial need. Online financial assistance applications are available through Student Center and must be completed by October 31st. The Office of the Registrar will select the recipient. Students will continue to receive this bursary for Years 2, 3 and 4, as long as they remain in good standing and continue to have financial need. A maximum four students will hold this bursary during any year. If a student fails to retain their bursary, another student in their class (e.g. Schulich Medicine Class of 2025) will be selected to replace them. This bursary was established by Dr. James H. Purvis (MD '64).

Value: 2 at \$9,375 annually, for a total value of \$37,500 over four years

Effective Date: 2021-2022 academic year

After practicing medicine in Windsor, ON for many years, Dr. Purvis retired to the family farm in Belle River, ON. Dr. Purvis died in 2020 at age 81.

IGM Financial Scholarship (Ivey)

Awarded annually to a self-identified woman who is a full-time student and has completed Year 1 of the HBA program at the Ivey Business School. The recipient will have an interest in the financial services industry, preferably in the asset or wealth management field, and will have received a minimum final grade of 78% in the HBA1 Finance course. The HBA Scholarship Committee will make the final selection of the recipient. At a Donor's request, recipients will have the opportunity to interview for an employment placement with an IGM Financial company. This scholarship was established with generous gifts from the Donors.

Value: 5 at \$5,000

Effective: 2021-2022 to 2028-2029 academic years inclusive

Elizabeth Matthews Rowing Memorial Award (Athletics)

Awarded annually to two full-time undergraduate or graduate students (one member of the women's team and one member of the men's team) in any year of any degree program at Western, including the Affiliated University Colleges, who are contributing members of the varsity rowing team. Candidates must be registered with the rowing team's official roster as filed with Ontario University Athletics (OUA). As per OUA and U SPORTS 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%. Candidates must be in compliance with current OUA and U SPORTS 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 their academic performance/potential (20%) and the written recommendation from the Head Coach (80%) assessing their service to the rowing team and character. This award was established in memory of Elizabeth Matthews by her brother, Danny Matthews (BSc 2009, JD 2014), as well as Western Rowing Alumni, and many friends and family.

Value: 2 at \$1,000

Effective Date: 2021-2022 academic year

This award was established in September 2020 in memory of Elizabeth Matthews (BScN'11) by her family, with the support of members of the Western Rowing Alumni and many friends. Elizabeth was a genuine and caring person who was always thoughtful and respectful of her teammates. Her joyful energy was felt across the team, whether on the water, on the student executive or at team social events. During her four years on the varsity team, she showed dedication to the full Western Rowing experience and made it a better environment for all athletes.

Osler, Hoskin & Harcourt Diverse Scholars Award (Law)

Awarded annually to full-time undergraduate students in second year Law with strong academic achievement and financial need. To encourage diversity and the attainment of equity in legal education and practice, preference will be given to equity-deserving

students who self-identify as Black, Indigenous (First Nations, Inuit or Metis), or a member of a racialized group. Online financial assistance applications are available through Student Center and must be submitted by September 30th. Once the Office of the Registrar has determined financial need, the Scholarship Committee within the Faculty of Law will select the recipient. This award is made possible by Osler, Hoskin & Harcourt LLP.

Value: 5 at \$4,000

Effective Date: 2021-2022 to 2025-2026 academic years inclusive

Track & Field Black, Indigenous and Racialized Student Athlete 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 significant contribution as a member of the Mustang Varsity Track & Field Team and self-identifies as a Black, Indigenous or Racialized person. Candidates must apply for this award through the Head Coach of the Track & Field team by October 15th. As per OUA and U SPORTS 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%. Candidates must be in compliance with current OUA and U SPORTS regulations. The Western Athletic Financial Awards Committee will select the recipient. This committee will base its decision on its evaluation of academic performance/potential (20%) and the written recommendations from the Head Coach assessing athletic performance/potential and team/campus leadership (weighted as 60% and 20% respectively). This award was established by friends of the Track & Field Team at Western.

Value: 1 at \$4,500

Effective Date: 2021-2022 to 2022-2023 (value to be reviewed in 2023-2024)

Greg Dick Football 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 significant contribution as a member of the Men's Football Team. As per OUA and U SPORTS 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%. Candidates must be in compliance with current OUA and U SPORTS regulations. The Western Athletic Financial Awards Committee will select the recipients. This committee will base its decision on its evaluation of academic performance/potential (20%) and the written recommendations from the Head Coach assessing athletic performance/potential and team/campus leadership (weighted as 60% and 20%, respectively). This award was established by many friends in honour of Mr. Greg Dick (BSc Honours 1993).

Value: 1 at \$1,000

Effective Date: 2021-2022 academic year

Clayton Warner Football 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 significant contribution as a member of the Men's Football Team. As per OUA and U SPORTS 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%. Candidates must be in compliance with current OUA and U SPORTS regulations. The Western Athletic Financial Awards Committee will select the recipients. This committee will base its decision on its evaluation of academic performance/potential (20%) and the written recommendations from the Head Coach assessing athletic performance/potential and team/campus leadership (weighted as 60% and 20%, respectively). This award was established by many friends in memory of Clayton Warner who was a long-time supporter of student athletes and the Football program at Western University.

Value: 1 at \$1,000

Effective: 2021-2022 academic year

F. Valerie Miller Award (Any Undergraduate Program)

Awarded annually to a full-time undergraduate student in any year of any program who graduated from a London high school, in a single-parent household and who has volunteer experience and demonstrated financial need. Online financial assistance applications are available through Student Center and must be completed by September 30th. The Office of the Registrar will select the recipient. This award was established by The O'Reilly Family.

Value: 1 at \$3,000

Effective Date: 2021-2022 to 2024-2025 academic years inclusive

Bereskin & Parr LLP Scholarship (Law)

Awarded annually to an undergraduate student entering first year in the Faculty of Law, based on academic achievement in pre-Law studies who is Indigenous or self-identifies as Black. Preference will be given to students with a post-secondary degree in a STEM discipline (Science, Technology, Engineering or Mathematics). The Faculty of Law scholarship committee will select the recipient. This scholarship is supported by a generous donation from Bereskin & Parr LLP.

Value: 1 at \$2,000

Effective Date: 2021-2022 to 2025-2026 academic years inclusive

Karen Crich Cross Country Award (Athletics)

Awarded 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 significant contribution as a member of the Cross Country Team. As per OUA and U SPORTS 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%. Candidates must be in compliance with current OUA and U SPORTS regulations. The

Western Athletic Financial Awards Committee will select the recipient based on its evaluation of academic performance/potential (20%) and the written recommendations from the Head Coach assessing athletic performance/potential and team/campus leadership (weighted as 60% and 20% respectively). This award was established with a generous gift from David Tennant in memory of Karen Crich.

Value: 1 at \$2,000

Effective Date: 2021-2022 to 2025-2026 academic years inclusive

Brederlow Family Continuing Medical Bursary (Schulich School of Medicine & Dentistry) Awarded to a student entering first year of the Doctor of Medicine (MD) program based on demonstrated financial need. This bursary will continue for up to four years provided that the recipient continues to demonstrate financial need each year. Only one student may hold this bursary at any one time. If the recipient fails to retain the bursary, another student who meets the criterion will be selected from the same year. Candidates must complete an online Admission Bursary application by April 1st. The Office of the Registrar will select the recipient. This bursary was established through a generous gift from Mrs. Jackie Brederlow.

Value: 1 at \$4,000 per year

Effective Date: 2021-2022 academic year

Jackie and her husband, Mr. Paul Brederlow, had successful careers in the aviation industry. Paul was an aviation engineer, while Jackie started as a flight attendant and quickly rose into the ranks of management, ending her career as an aviation safety inspector with the federal government. They believe the world needs more doctors and established this bursary so that future generations of students could pursue their dreams of a medical education.

Strupat Foundation Award (Ivey)

Awarded annually to a full-time student in the second year of the HBA program at the Ivey Business School, based on academic achievement, community leadership 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 determine financial need eligibility and the HBA Scholarship Committee will make the final selection of the recipient. This award was established with a generous gift from the Edith & Donald Strupat Foundation, which is committed to working with organizations in London to help young adults achieve a successful future.

Value: 1 at \$3,000

Effective: 2021-2022 to 2025-2026 academic years inclusive

HBA '95 Award (Ivey)

Awarded annually to a full-time HBA 1 student at the Ivey Business School, based on academic achievement, community leadership and demonstrated financial need. Online financial assistance applications are available through Student Center and must be submitted by April 1st. The Office of the Registrar will determine financial need eligibility and the HBA Scholarship Committee will make the final selection of the recipient. The award will continue to HBA 2 provided the recipient successfully completes HBA 1 and

continues to demonstrate financial need. If a recipient fails to retain the award, a replacement from the same year will be selected. This award was established with a generous gift from the HBA Class of '95 in honour of their 25th reunion.

Value: 1 at \$5,000 continuing

Effective: 2021-2022 to 2026-2027 academic years. Final recipient will be selected in 2025-2026.

Rise Awards in Resilient Leadership for Black Students (HBA) (Ivey)

Awarded annually to a full-time student entering the HBA Program at the Ivey Business School. The award will be given to an equity-deserving student who self-identifies as Black and who demonstrates community leadership and academic achievement. Preference will be given to students who have demonstrated financial need. Online financial assistance applications are available through Student Center and must be submitted by April 1st. The HBA Awards Committee will select the recipients after the Office of the Registrar assesses financial need. The award will continue to HBA 2 provided the recipient successfully completes HBA 1 and continues to demonstrate financial need.

Value: 1* at \$10,000 continuing

Effective: 2021-2022 to 2023-2024 academic years inclusive. Final recipients to be selected in 2022-2023.

*In the first year of the award (2021-2022) two students will be selected for the continuing award. In the second year, 2022-2023 one student will be selected for the continuing award.

Rise Awards in Resilient Leadership for Black Students (MBA) (Ivey)

Awarded annually to a full-time student entering the MBA Program at the Ivey Business School. The award will be given to an equity-deserving student who self-identifies as Black and who demonstrates community leadership and academic achievement. Preference will be given to students who have demonstrated financial need. The MBA Awards Committee will make the final selection of the award recipients. At least one representative must hold membership in the School of Graduate and Postdoctoral Studies. These awards are available to both domestic and international students. Financial need will be determined by the information provided by the student in the scholarship section of their Program application.

Value: 1 at \$22,500

Effective: May 2021 to April 2024 inclusive

Rise Awards in Resilient Leadership for Black Students (MSc) (Ivey)

Awarded annually to a full-time student entering any stream (Business Analytics, Digital Management, and International Business) of the MSc Program at the Ivey Business School. The award will be given to an equity-deserving student who self-identifies as Black and who demonstrates community leadership and academic achievement. Preference will be given to students who have demonstrated financial need. The MSc Awards Committee will make the final selection of the award recipient. At least one

representative must hold membership in the School of Graduate and Postdoctoral Studies. These awards are available to both domestic and international students. Financial need will be determined by the information provided by the student in the scholarship section of their Program application.

Value: 2 at \$5,000 (Business Analytics, Digital Management, OR International Business)

Effective: May 2021 to April 2024 inclusive

Rise Awards in Resilient Leadership for Indigenous Students (HBA) (Ivey)

Awarded annually to a full-time student entering the HBA Program at the Ivey Business School. The award will be given to an equity-deserving student who self-identifies as an Indigenous* Learner and who demonstrates community leadership and academic achievement. Preference will be given to students who have demonstrated financial need. Ivey's HBA Scholarship Committee will work in consultation with Western's Office of Indigenous Initiatives to review and recommend Indigenous applicants. Online financial assistance applications are available through Student Center and must be submitted by April 1st. The HBA Awards Committee will select the recipients after the Office of the Registrar assesses financial need. The award will continue to HBA 2 provided the recipient successfully completes HBA 1 and continues to demonstrate financial need.

*Indigenous refers to the Original People of Turtle Island (North America) including First Nations, Métis and Inuit people of Canada as well as Native American, Native Alaskan, and Native Hawaiian people from the United States.

Value: 1* at \$10,000 continuing

Effective: 2021-2022 to 2023-2024 academic years inclusive. Final recipients to be selected in 2022-2023.

* In the first year of the award (2021-2022) two students will be selected for the continuing award. In the second year, 2022-2023 one student will be selected for the continuing award.

Rise Awards in Resilient Leadership for Indigenous Students (MBA) (Ivey)

Awarded annually to a full-time student entering the MBA Program at the Ivey Business School. The award will be given to an equity-deserving student who self-identifies as an Indigenous* Learner and who demonstrates community leadership and academic achievement. Preference will be given to students who demonstrate financial need. Ivey's MBA Scholarship Committee will work in consultation with Western's Office of Indigenous Initiatives to review and recommend Indigenous applicants. The MBA Awards Committee will make the final selection of the award recipients. At least one representative must hold membership in the School of Graduate and Postdoctoral Studies. Financial need will be determined by the information provided by the student in the scholarship section of their Program application.

*Indigenous refers to the Original People of Turtle Island (North America) including First Nations, Metis and Inuit people of Canada as well as Native American, Native Alaskan, and Native Hawaiian people from the United States.

Value: 1 at \$22,500
Effective: May 2021 to April 2024 inclusive.

Rise Awards in Resilient Leadership for Indigenous Students (MSc) (Ivey)

Awarded annually to a full-time student entering any stream (Business Analytics, Digital Management, and International Business) of the MSc Program at the Ivey Business School. The award will be given to an equity-deserving student who self-identifies as an Indigenous* Learner and who demonstrates community leadership and academic achievement. Preference will be given to students who demonstrate financial need. Ivey's MSc Scholarship Committee will work in consultation with Western's Office of Indigenous Initiatives to review and recommend Indigenous applicants. The MSc Awards Committee will make the final selection of the award recipients. At least one representative must hold membership in the School of Graduate and Postdoctoral Studies. Financial need will be determined by the information provided by the student in the scholarship section of their Program application.

*Indigenous refers to the Original People of Turtle Island (North America) including First Nations, Metis and Inuit people of Canada as well as Native American, Native Alaskan, and Native Hawaiian people from the United States.

Value: 1 at \$5,000 (Business Analytics, Digital Management, OR International Business)
Effective: May 2021 to April 2024 inclusive.

Dean's MD+ Graduate Award (Schulich School of Medicine & Dentistry)

Awarded annually to students who have been accepted into a Doctor of Medicine (MD) program and have taken a leave to pursue graduate studies or are concurrently pursuing graduate studies at Western. Students must submit a one-page summary regarding their planned career path in Medicine and how they will utilize both their medical degree and graduate studies to achieve their goals. A committee including the Dean of the Schulich School of Medicine & Dentistry, or their designate will select the recipients. At least one representative of the committee must hold current membership in the School of Graduate and Postdoctoral Studies.

Number and Value will vary with a minimum value of \$10,000 per student

Effective Date: May 2021

Eugenia Canas Memorial Award in Health Equity (FIMS)

Awarded annually to a student enrolled full-time in a graduate program in Health Information Science. Preference will be given to a student from an equity-deserving group and/or a student who is conducting research in health equity with a preference for students conducting research involving youth. A committee that includes the Health Information Science Program Chair, Associate Dean Graduate of FHS/FIMS (or their delegate), and at least one individual who is a faculty member with the Health Information Science Program and a member of the School of Graduate and Postdoctoral Studies will select recipients of the award. This award was established by a generous donation from Helene Berman & Mark Flink, Nadine Wathen & Family, and many generous friends of Eugenia Canas.

Value: 1 at \$1,500

Effective Date: May 2021

Dr. Nancy Naylor Bursary (Schulich School of Medicine & Dentistry)

Awarded annually to a student in any year of the Doctor of Medicine (MD) program who has demonstrated financial need. Preference will be given to an Indigenous student (First Nations, Inuit or Metis). Online financial assistance applications are available through Student Center and must be completed by October 31st. The Office of the Registrar will select the recipient. This bursary was established by a generous gift from Dr. Nancy Naylor (MD'75), motivated by her work with many Indigenous people while practicing as a Family Physician in Fort Frances, Ontario.

Value: 1 at \$1,500

Effective Date: 2021-2022 to 2025-2026 academic years inclusive

John D. Wilson Graduate Internship Award in History (Social Science)

Awarded annually to a full-time graduate student in History, based on academic achievement and the submission of an application including information regarding a past or proposed internship or experiential or training opportunity that will enhance the student's program of study. The internship, experiential or training opportunity will typically last between 4-14 weeks and this award will defray costs associated with it. Applications are available from the Departmental Office in History and students are asked to apply by March 15th. The recipient will be selected by the Scholarship Committee in the Department of History of which at least one representative holds membership in the School of Graduate and Postdoctoral Studies. This award was established through the Estate of John D. Wilson.

Value: 1 at \$4,000

Effective Date: May 2021

BAWA Black Student Bursary (Any Undergraduate Program)

Awarded annually to undergraduate students in any year of any program who demonstrate financial need and self-identify as Black. Online financial assistance applications are available through Student Center and must be submitted by October 31st. The Office of the Registrar will select the recipients. This bursary was established by a generous gift from BAWA (Black at Western Alumni) and friends of Western.

Value: \$6,750 will be available to support bursaries in increments of \$1,000 as possible

Effective: 2021-2022 academic year only

ITEM 5.1(b) – Heart & Stroke/Barnett-Ivey Chair

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

Pending Senate approval on September 17, 2021, the Property & Finance Committee, on behalf of the Board of Governors, approved the Heart & Stroke/Barnett-Ivey Chair at its meeting on September 14, 2021 in accordance with the Property & Finance Terms of Reference.

Donor and Funding:

In 1997 the Heart & Stroke Foundation made a gift of \$1,000,000 to Roberts Research Institute to create the Chair. Further funding of \$2,000,000 was donated by multiple donors including the Ivey family to create a \$3,000,000 endowment to support the Chair.

Effective Date:

September 1, 2021

Purpose:

The creation of this Chair has furthered research capacity in heart and stroke at Western University.

Criteria:

The holder of the Chair shall be an individual with sufficient research experience and who has demonstrated interest in, and capability to implement the objectives set out below. Applicants will be limited to those with 18 or fewer years' experience as an independent investigator. This is in order to preferably support junior investigators where possible. In addition:

- The Chair will be someone who would hold an MD or PhD. The successful candidate must demonstrate scientific excellence in, and influential contributions to, the body of scholarship in his or her field of interest.
- Candidate evaluation and selection will be based upon the candidate's level of experience, leadership and proven evidence of scientific excellence. The candidate is expected to be competitive in Heart and Stroke Foundation, Canadian Institutes of Health Research or other applicable peer-reviewed funding processes.
- Holders of Canada Research Chairs, or endowed chairs of similar stature and value, may not concurrently hold this Endowed Chair award.
- The candidate should hold Canadian citizenship or permanent resident status or be eligible to receive residential immigration status at the time of accepting the award.

The successful candidate will be expected to devote of the majority of their time to heart and/or stroke research.

Appointments to the Chair will be conducted according to Policy 2.22 – Funding of Academic Chairs, Professorships and Designated Faculty Fellowships (https://www.uwo.ca/univsec/pdf/policies_procedures/section2/mapp222.pdf) of the University and will normally be for a renewable five-year term

The Selection Committee will evaluate candidates based on the following criteria:

- (a) The proposed research, a description of the nature and extent of any work to be carried out by the awardee apart from the research activity, and the amount and source of any income to be paid supplemental to the award.
- (b) Summary of the research proposed within the first five-year term of the Chair, not to exceed three pages.
- (c) Summary description, up to four pages, of how the applicant plans to integrate with centres in the University and across Canada to establish collaborative research networks, and how the applicant plans to enable knowledge transfer and exchange within the University communities.
- (d) Description of all research conducted during the preceding four years, specifying what was done under funding from HSFC and what was done with funding from other sources.
- (e) List of publications, noting the principal findings in each, the scientific contribution represented by each, and the specific role of the applicant in the work upon which the publication was based should be included. If an applicant is part of a group or collaboration, it is important to convince the reviewers of independent contribution.
- (f) Summary of trainees, students, and research fellows, who have been mentored by the applicant and the contribution of the applicant as a mentor.
- (g) Common CV (HSFC version).

Allowable Expenses:

Funds available will be used to support salary and benefits or research support or some mix thereof.

The administration of the spending of resources will be the responsibility of the Dean of the Schulich School of Medicine & Dentistry.

Reporting:

The University agrees to report annually to the Heart & Stroke Foundation of Canada regarding the financial status of the endowment by December 31 each year.

ITEM 5.2(a) - Equity and Human Rights Annual Report

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

The Equity and Human Rights report is provided annually to the Board of Governors through the Audit Committee for information in accordance with the Audit Committee Terms of Reference. The report provided outlines harassment and discrimination work conducted by the office of Equity & Human Rights Services and the office of the Associate Vice-President, Human Resources from May 1, 2020 to April 30, 2021.

ATTACHMENTS:

[Equity and Human Rights Annual Report 2021
Supplementary Report to the Audit Committee](#)

Equity & Human Rights Services Annual Report on the Non-Discrimination/Harassment Policy May 1, 2020 to April 30, 2021

This Annual Report is prepared by EHRS as per the *Non-Discrimination/Harassment Policy, (MAPP 1.35), section 12*. Its focus is on the harassment and discrimination work conducted by the office of Equity & Human Rights Services and the office of the Associate Vice-President, Human Resources. ¹

Equity & Human Rights Services (EHRS) is available to all members of Western's community. EHRS facilitates the development, implementation and ongoing management/coordination of Western's policies and programs relating to discrimination and harassment. Western's policies are in compliance with the Ontario Human Rights Code and Occupational Health and Safety Act.

EHRS offers the following services:

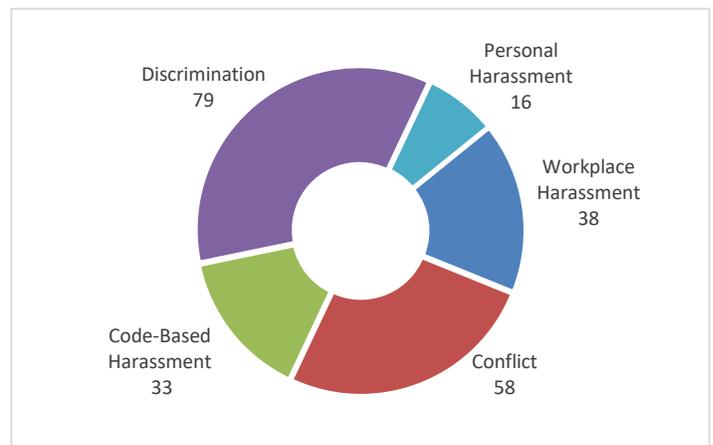
- Confidential consultation, support, and information available to all Western students, staff, faculty and postdoctoral scholars
- Support, education and advice to Administrative leaders and Academic leaders
- Culture and climate reviews, as appropriate
- Training and presentations

Contacts

Over the past academic year, EHRS recorded a total of **429** contacts. **176** of these were from individuals who believed they had been subjected to, or had witnessed behaviour that may fall under the Policy. The remaining contacts were: requests for assistance from **87** Academic or Administrative Leaders (i.e., those with the authority and responsibility to address concerns); requests for information and/or assistance by **86** third-parties (often friends, coworkers or persons in non-authority roles seeking assistance to support others); and **80** general requests for information.

Individual Contacts

The chart on the right and Table 1 on the following page show the number of consultations by issue for the **176** individuals who contacted EHRS in relation to a concern, or concerns, they were directly experiencing.



¹ Visit the Equity & Human Rights Services website (www.uwo.ca/equity) for more information

It is common for an individual to raise several concerns during a consultation or over a course of meetings. In addition to concerns of harassment and discrimination, individuals frequently report other types of conflict which do not fall within the scope of the Policy and are better described as interpersonal issues, misunderstandings about role or job clarity, challenges with organizational structure, etc. EHRS recognizes that unresolved conflict(s) can affect the work and academic settings. In an effort to assist, EHRS often works with and/or refers to Western’s network of support services.

If the matter falls within the scope of the Non-Discrimination/Harassment Policy, individuals are given the option to request alternate resolution or to file a formal complaint and request investigation. It is also common for individuals, after sharing their concerns and seeking advice from EHRS, to attempt to resolve the situation themselves.

Table 2 displays the role at Western of individuals contacting our office. Equity & Human Rights Services supports all members of Western - students, staff and faculty. We also receive inquiries from alumni, affiliated colleges, and community members and we endeavor to make proper referrals for these individuals.

Table 1: Code-Based Discrimination and Harassment Grounds

| Grounds | Number |
|-------------------------------------|--------|
| Religion (incl. accommodation) | 2 |
| Family | 4 |
| Sexual Orientation | 7 |
| Gender Identity / Expression | 6 |
| Disability (incl. accommodation) | 30 |
| Race | 43 |
| Sex (harassment and discrimination) | 25 |

Table 2: Individual Consultations - Role at Western

| Role | Number |
|---------------|------------|
| Undergraduate | 48 |
| Graduate | 38 |
| Faculty | 28 |
| Staff | 40 |
| Other | 22 |
| Total | 176 |

EHRS offered some form of alternate resolution in relation to **11** matters. Alternate resolution includes mediations, facilitations, educational sanctions and EHRS-led inquiries to support the proper application of the Policy.

The office of the Associate Vice-President (Human Resources) receives and administers formal complaints. This past year, 37 complaints were received and 36 investigated (11 are ongoing as at May 2021) under the Non-Discrimination and Harassment Policy. One complaint was alternatively resolved before investigation.

Academic and Administrative Leader Support

Western’s Policy requires Academic and Administrative Leaders to report any incidents which **may be** related to harassment and discrimination to EHRS. Leaders are also required to involve EHRS in any unit-based attempts at resolving or mediating potential harassment.

Table 3 and **Table 3A** display the Code-Based and non-Code-Based issues reported by the **87** Academic and Administrative Leaders over the past year. Understanding the issues that leaders are facing assists our office in designing and delivering support and resources.

Table 3: Code-Based Grounds

| Grounds | Number |
|-------------------------------------|--------|
| Religion (incl. accommodation) | 3 |
| Family | 2 |
| Sexual Orientation | 2 |
| Gender Identity / Expression | 1 |
| Disability (incl. accommodation) | 10 |
| Race | 19 |
| Sex (harassment and discrimination) | 20 |

Table 3A: Non-Code-Based Discrimination and Harassment Grounds

| Non-Code-Based Issues | Number |
|-----------------------|--------|
| Workplace Harassment | 25 |
| Conflict | 17 |
| Personal Harassment | 6 |
| Other | 10 |

A note regarding safety and domestic violence

Where a concern is shared with EHRs that suggests potential violence or threats to individuals’ safety, EHRs refers or reports the concern to Campus Safety and Emergency Services (formerly, CCPS). EHRs referred to, or contacted, CSES on **7** occasions this past year.

Online Reporting Form

In late February 2021, EHRs launched an online reporting form. This form is available to any person in order to support the reporting of discrimination and/or harassment. There is the option to report anonymously. From February until the end of the reporting period (April 30, 2021), a total of **32** online reports were made. **16** of these were anonymous.

The reporting form allows individuals to identify if they were directly affected by discrimination/harassment or if they were a witness to an incident or concern. Of the 32 reports, 22 were “direct” reports while 10 were from “witnesses”. These numbers are included in discussion about Contacts on page 1 as “individuals and “third-parties”, respectively.

The matters of concern reported by those directly affected are included in the summary shown in Table 1.

Education and Outreach

EHRs conducts workshops, lends materials, and engages outreach to colleagues and groups across campus. This year, EHRs provided education and training to over **2000** Western members. We routinely provide training related to the Non-Discrimination and Harassment Policy (and rights and responsibilities thereunder) to staff, faculty and leaders, and students (undergraduate and graduate) through workshops, presentations to departments, classes or lectures, and groups. We also provide workshops and training to support learning needs related to employment equity, accessibility and anti-oppression.

We continue to partner with Western’s Centre on Research on Violence Against Women and Children to offer *Make it Our Business*, a program designed to address domestic violence in the workplace. Three-hour intensive workshops are offered to academic and administrative leaders and one-hour workshops are offered to employees. We look forward to continuing this partnerships and expanding Western’s resources related to domestic and intimate partner violence in order to support safety in the workplace.

EHRHS is also pleased to coordinate Western's annual involvement in the London Pride Festival. The 2020 Pride festival was virtual. Campus members were encouraged to submit photos and videos and show their 'virtual Pride'. Several campus groups also hosted online events.

Trends and Highlights

All of EHRHS' services were offered virtually this reporting year. This included client support and the delivery of workshops and trainings. We saw no impact to our work volume and in fact, our total contacts increased by 22% over the 2019/20 reporting year, bringing us back to pre-pandemic volume. Our workshops, although all were shifted to a virtual format, remained in high-demand and we were able to reach out across campus to a variety of staff, student, faculty and leaders.

Western had begun discussions regarding anti-Black racism through the formation of an Anti-Racism Working Group in early 2020 and these discussions continued until the working group released its report in May 2020. That reportⁱ and its recommendations garnered considerable discussion at Western. Indeed, the deaths of George Floyd, Regis Korchinski-Paquet, and other Black and racialized people by police violence, along with a strong social movement and response led by Black Lives Matter contributed to an increased number of individuals reporting concerns specific to racial discrimination and harassment. We worked closely with the University Students' Council's Ethnocultural Services team to create the aforementioned online reporting tool. EHRHS also lent support to Western's anti-racism initiatives and we look forward to working with Western's inaugural Associate Vice-President, Equity, Diversity and Inclusionⁱⁱ.

We note that there is increasing attention being given to accessibility issues. Much of this due to a comprehensive review sponsored by Student Experience that highlighted accessibility-related challenges that students have facedⁱⁱⁱ. It is clear that a campus-wide approach to accessibility is required. EHRHS wishes to highlight the increased volume of individual concerns related, most often, to challenges in receiving accommodations for disabilities. We again call for a need for more awareness, consultation and education about the duty and procedures for implementing accommodations, particularly among those who provide academic counselling and support (in the case of students) and workplace leadership (in the case of employees). At an institutional level, accessibility must become forefront in decisions made at every level and within every academic and administrative portfolio. Discussions have begun in this regard already and we appreciate all those who have made significant efforts, most specifically those students and employees who have shared their experiences (over many years), in order for Western to understand what challenges exist^{iv}.

Conclusion

Over the past year, our office has been struck at the uncertainty that seems to exist around Western's supports and procedures for non-discrimination and harassment. What underpins this is likely complex and multi-layered but it is nevertheless troubling. As the campus began to shift intense focus onto "EDI", some voiced that the campus was without dedicated supports and resources. In fact, EHRHS has always been here – for well over 20 years – offering consultation and advice to individuals and leaders and supporting Western more broadly in its equity, accessibility and diversity efforts. While our office's work related to employment equity and accessibility are not the subject of this report, it is important to acknowledge both as they complement efforts being made to address harassment and discrimination^v.

Equity & Human Rights Services' wholeheartedly welcomes the increased focus and resources that are being given to EDI, anti-oppression and decolonization efforts at Western. This is a time of exceptional momentum. Our campus, and indeed our broader community and nation, are paying attention and seeking to learn and engage in change. Each member of Western's community has the right to learn,

work and live in an environment free of harassment and discrimination. Our vision is a campus where each member truly belongs.

As we do each year, we wish to express our sincere appreciation to all those who have entrusted us with their experiences and sought our assistance toward resolving matters. We also wish to thank our campus partners who have long-supported and practiced equity and inclusion.

For further information please contact:

Equity & Human Rights Services
Somerville House, Room 2319
London, ON N6A 3K7
equity@uwo.ca (for consultation and advice)
diversity@uwo.ca (for resources/training)
www.westernu.ca/equity

Western University sits on traditional territory. Equity & Human Rights Services acknowledges the Attawandaran (Neutral) peoples who settled the Southwestern Ontario region alongside the Algonquin and Haudenosaunee people, as well as the three other longstanding Indigenous groups of this region: the Anishinaabe Peoples, the Haudenosaunee Peoples and the Leni-Lunaape People.

ⁱ <https://president.uwo.ca/pdf/arwg-final-report-to-president-shepard-fnl.pdf>

ⁱⁱ <https://news.westernu.ca/2021/07/opiyo-oloya-to-lead-equity-work/>

ⁱⁱⁱ https://studentexperience.uwo.ca/student_experience/external_reviews/ASE_Memo_Campus_ExternalReview-final.pdf

^{iv} <https://news.westernu.ca/2021/03/western-adopts-accessibility-recommendations/>

^v <https://www.uwo.ca/equity/diversity/index.html>; <https://www.accessibility.uwo.ca/>

Equity & Human Rights Services Annual Report May 1, 2020 to April 30, 2021
Supplementary Report to Audit Committee

In past years, the Audit Committee has inquired whether Equity & Human Rights Services has noticed any trends in the types of matters/concerns coming to our attention.

Tables 1s and 2s below provide data, based on the structure of the current Non-Discrimination and Harassment Policy (began in Dec 2011), showing who contacted our office (Table 1s) and types of concerns raised (Table 2s).

Table 1s
Contacts (2011-21)

| | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | 2019-20 | 2020-21 |
|-------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Individual Contacts | 111 | 132 | 164 | 167 | 193 | 177 | 193 | 222 | 170 | 176 |
| <i>Undergrad</i> | 18 | 39 | 17 | 37 | 42 | 60 | 49 | 60 | 49 | 48 |
| <i>Graduate</i> | 23 | 33 | 40 | 43 | 51 | 27 | 40 | 48 | 26 | 38 |
| <i>Faculty</i> | 19 | 13 | 28 | 20 | 31 | 26 | 29 | 23 | 25 | 28 |
| <i>Staff</i> | 47 | 35 | 66 | 59 | 50 | 57 | 61 | 74 | 58 | 40 |
| <i>Other</i> | 4 | 12 | 13 | 8 | 19 | 7 | 14 | 17 | 12 | 22 |
| Acad/Admin Leaders | 64 | 85 | 100 | 128 | 142 | 107 | 104 | 92 | 77 | 87 |
| 3rd Party | 30 | 20 | 48 | 42 | 61 | 67 | 91 | 85 | 66 | 86 |
| General info/resources | 76 | 60 | 40 | 28 | 54 | 55 | 49 | 45 | 39 | 80 |
| TOTAL | 281 | 297 | 352 | 365 | 450 | 406 | 437 | 444 | 352 | 429 |

Table 2s
Consultations by Issue raised by Individual Contacts (2011-21)

| Issue | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | 2019-20 | 2020-21 |
|---|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Discrimination & Code-Based Harassment | 21 | 25 | 43 | 43 | 60 | 52 | 50 | 58 | 61 | 79 |
| <i>Sex/Sexual Orient'n</i> | 24 | 23 | 26 | 34 | 36 | 35 | 37 | 34 | 37 | 32 |
| <i>Race</i> | 5 | 16 | 17 | 14 | 22 | 25 | 19 | 26 | 21 | 43 |
| <i>Disability</i> | 14 | 8 | 23 | 34 | 36 | 24 | 18 | 37 | 22 | 30 |
| <i>Religion</i> | - | - | 5 | 5 | 9 | 1 | 1 | 3 | 2 | 2 |
| <i>Gender</i> | - | 2 | 3 | 4 | 6 | 4 | 16 | 7 | 7 | 6 |
| <i>Family</i> | - | 1 | - | 5 | 7 | 2 | 3 | 2 | 8 | 4 |
| <i>Age</i> | 2 | - | - | - | 3 | 4 | 1 | 4 | - | 2 |
| Workplace Harassment (employees) | 41 | 25 | 53 | 44 | 48 | 46 | 44 | 47 | 38 | 38 |
| Personal Harassment (non-employees) | 14 | 24 | 13 | 14 | 21 | 23 | 18 | 27 | 12 | 16 |
| Conflict | 18 | 46 | 43 | 49 | 55 | 64 | 68 | 64 | 60 | 58 |

Note: A consultation may involve more than one concern. Each issue is recorded separately.

ITEM 5.2(b) - Western Retirement Plans Report to the Audit Committee

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

This report covers the calendar year January 1, 2020 to December 31, 2020 and was prepared using data as of December 31, 2020. The Academic and Administrative Staff Pension Boards are responsible for the administration and oversight of two pension plans (the Academic Staff Pension Plan and the Administrative Staff Pension Plan). The Pension Boards are accountable to the Board of Governors to ensure all fiduciary and statutory requirements relating to the pension plans are met. They report annually to the Board through the Audit Committee.

ATTACHMENT:

[Western Retirement Plans Report to the Audit Committee September 2021](#)

Western Retirement Plans Report to the Audit Committee September 2021

1. Plan Overview

- Two defined contribution pension plans:
 - The University of Western Ontario Pension Plan for Members of the Academic Staff (employee required to contribute 1.5% or 5.5% of earnings; University contributes 8.5%, up to 9.0% on 20 years of service)
 - The University of Western Ontario Pension Plan for Members of the Administrative Staff (employee required to contribute 2.5% or 5.5% of earnings; University contributes 7.5%, up to 9.0% on 20 years of service),
 - higher levels for non-executive senior management
- Huron University College and Brescia University College also participate in the respective plans for their faculty and administrative staff, contribution rates vary
- \$1.275 billion in assets
 - \$738m Academic Plan, and \$536m Administrative Plan
- 7,123 member accounts in total
 - 2892 Academic Plan and 4231 Administrative Plan
 - 5788 active; 1335 terminated/retired with balances in the plans
- Thirteen (13) investment options
 - 2 balanced, 6 equity, 3 fixed income, 1 guaranteed deposit and 1 money market
- Pension income for members is based on their accumulated balance of investments and flexible income vehicles at retirement

Members direct the investment of their own contributions and the contributions made on their behalf by the University among 13 funds. The funds have been designed to provide diversification across the asset classes, each optimizing return for the given risk taken. The Pension Boards have designed these investment options with the assistance of the Western investment and HR staff, their Investment Consultants and Sun Life Financial. To be efficient in the monitoring of portfolios and to streamline education, the more diversified funds are constructed from other more specialized funds as outlined below:

WESTERN PENSION PLAN INVESTMENT OPTIONS

Members of the Academic & Administrative Staff Pension Plans allocate the investment of their account among the following 13 options. Weightings noted below reflect the target allocations. For a full description sign in to your Sun Life account and view the reports under Investment Performance.

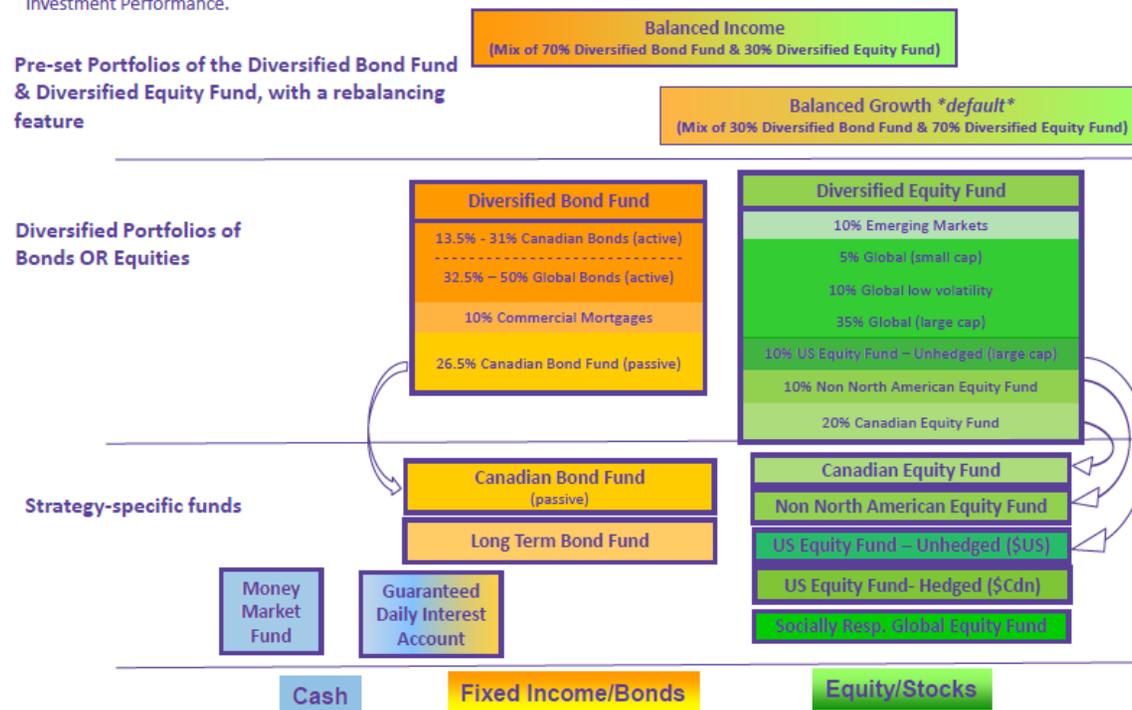


Figure 1

Note: Reflects changes approved by the Board in October 2020

Overview

As of December 31, 2020

Balanced and Equity Portfolios

| | | |
|--------------|-------------------|---------------|
| TOTAL | \$1,275.60 | 100.0% |
|--------------|-------------------|---------------|

| | | |
|-----------------------|-----------------|--------------|
| Balanced Funds | \$400.20 | 31.4% |
| Balanced Income | \$328.32 | 82.0% |
| Balanced Growth | \$71.88 | 18.0% |

| | | |
|---|-----------------|--------------|
| Diversified Equity Fund | \$643.06 | 50.4% |
| Canadian Equity | \$189.50 | 29.5% |
| BG Fundamental Cdn Equity | \$94.50 | 14.7% |
| CC&L Canadian Equity Q Growth | \$95.00 | 14.8% |
| US Equity | \$126.12 | 19.6% |
| WindWise S&P 500 Index | \$63.75 | 9.9% |
| WindWise U.S. Managed Volatility | \$62.36 | 9.7% |
| Non North American Equity | \$100.56 | 15.6% |
| AllianceBernstein International Value | \$50.59 | 7.9% |
| MFS International Equity | \$49.97 | 7.8% |
| Global Equity | \$195.03 | 30.3% |
| Oakmark Global Equity | \$86.98 | 13.5% |
| T. Rowe Price Global Growth Equity | \$75.77 | 11.8% |
| Arrowstreet Capital LP Global Small Cap | \$32.28 | 5.0% |
| Emerging Markets Equity | \$31.85 | 5.0% |
| William Blair Emerging Markets | \$31.85 | 5.0% |

| | | |
|-------------------------------|----------------|-------------|
| Canadian Equity Fund | \$65.55 | 5.1% |
| BG Fundamental Cdn Equity | \$33.03 | 50.4% |
| CC&L Canadian Equity Q Growth | \$32.52 | 49.6% |

| | | |
|------------------------------|----------------|-------------|
| US Equity Hedged Fund | \$40.10 | 3.1% |
| WindWise S&P 500 Index | \$40.10 | 100.0% |

| | | |
|--------------------------------------|----------------|-------------|
| US Equity Unhedged Fund | \$47.57 | 3.7% |
| BlackRock US Equity Index (Reg Only) | \$47.57 | 100.0% |

| | | |
|---------------------------------------|----------------|-------------|
| Non North American Equity Fund | \$27.56 | 2.2% |
| AllianceBernstein International Value | \$13.80 | 50.1% |
| MFS International Equity | \$13.76 | 49.9% |

| | | |
|--|----------------|-------------|
| Socially Responsible Global Equity Fund | \$18.29 | 1.4% |
| MFS Responsible Global Research | \$18.29 | 100.0% |

Note: Amounts are in Millions and Balanced Funds are not included in the University of Western Ontario total plan market value.

Overview (continued)
As of December 31, 2020
Fixed Income Portfolios

| | | |
|-------------------------------|-----------------|--------------|
| Diversified Bond Fund | \$319.42 | 25.0% |
| AB Core Plus Advanced Bond | \$116.54 | 36.5% |
| AB Global Plus Fixed Income | \$77.36 | 24.2% |
| BlackRock Universe Bond Index | \$80.96 | 25.3% |
| Romspen Mortgage Investment | \$44.56 | 13.9% |

| | | |
|-------------------------------|----------------|-------------|
| Canadian Bond Fund | \$19.66 | 1.5% |
| BlackRock Universe Bond Index | \$19.66 | 100.0% |

| | | |
|----------------------------|----------------|-------------|
| Long Term Bond Fund | \$23.17 | 1.8% |
| BlackRock Long Bond Index | \$23.17 | 100.0% |

| | | |
|--------------------------|----------------|-------------|
| Money Market Fund | \$61.45 | 4.8% |
| SLF Money Market | \$61.45 | 100.0% |

| | | |
|----------------------|---------------|-------------|
| Sun Life GDIA | \$9.77 | 0.8% |
| Sun Life GDIA | \$9.77 | 100.0% |

Pension Member Performance
As of December 31, 2020

Member Historical Median Returns

- 1 year: 9.7%
- 3 year: 6.9%
- 5 year: 7.7%

Individual Account One Year Returns

- Maximum: 34.7%
- Average: 8.8%
- Median: 9.7%
- Minimum: -23.6%

Member Decisions:

The long term investment strategy for retirement plan assets can have a significant impact on the level of retirement income available for a member. It is important to maintain exposure to equity asset class to ensure sufficient funds are available to support an anticipated long duration of retirement. The following metrics are regularly reviewed by the pension boards to ensure there are reasonable investment decisions being made by members.

Member Asset Mix
as at December 31, 2020

| | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
|-----------------|------|------|------|------|------|------|
| Cash | 6% | 5% | 6% | 5% | 5% | 6% |
| Bonds | 28% | 29% | 29% | 28% | 31% | 31% |
| Equities | 66% | 66% | 65% | 67% | 64% | 63% |

Voluntary Contributions

Members may choose to make contributions in addition to their required contributions to enhance their savings, subject to the overall limit imposed by the Income Tax Act (the lesser of 18% of earnings and a dollar limit adjusted annually, in total for registered retirement plans). The following data indicates the extent to which members are taking advantage of the access to relatively efficient retirement savings opportunities. With an average investment expense ratio of 0.45%, the Western pension portfolio offers diversified and successful investment funds at an expense which is far below a comparable retail mutual fund that may otherwise support the member's RRSP.

| | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
|-----------------------------------|-------------------|--------------------|--------------------|--------------------|-------------------|-------------------|
| % of members making AVC | 25% | 30.6% | 29% | 24.3% | 27.3% | 27.7% |
| Total AVC \$ | \$5.6 M | \$5.9 M | \$5.4 M | \$5.2 M | \$5.9 M | \$6.0 M |
| Avg % of pay | 4.6% | 4.6% | 4.6% | 4.6% | 4.5% | 4.7% |
| Transfers from RRSP/prior pension | \$0.7 M 20 EEs | \$ 3.1 M 52 EEs | \$ 3.5 M 72 EEs | \$ 2.3 M 41 EEs | \$3.3 M 48 EEs | \$2.3 M 42 EEs |

Investment Fund Management Fees

Western Member Reporting (Including HST)

| | Western's Calculations 2020 | | | |
|---|-----------------------------|--------------|------------------------|-------------------|
| | Investment Management Fee | Custodian | Fund Operating Expense | Expected Avg. Fee |
| Western Pension Fund | | | | |
| Balanced Income | 0.35% | 0.02% | 0.08% | 0.45% |
| Balanced Growth | 0.42% | 0.02% | 0.07% | 0.52% |
| Diversified Bond | 0.30% | 0.02% | 0.08% | 0.41% |
| Diversified Equity | 0.47% | 0.02% | 0.07% | 0.56% |
| Money Market | 0.02% | 0.02% | 0.04% | 0.08% |
| Target Date Funds (N/A no longer offered) | 0.00% | 0.00% | 0.00% | 0.00% |
| GDIA | 0.00% | 0.00% | 0.00% | 0.00% |
| Canadian Bond | 0.06% | 0.02% | 0.04% | 0.11% |
| Canadian Long Term Bond | 0.06% | 0.02% | 0.03% | 0.11% |
| Socially Responsible Global Equity | 0.46% | 0.02% | 0.10% | 0.59% |
| Canadian Equity | 0.25% | 0.02% | 0.04% | 0.31% |
| US Equity Hedged | 0.06% | 0.02% | 0.07% | 0.15% |
| US Equity Unhedged | 0.06% | 0.02% | 0.04% | 0.12% |
| Non-North American Equity | 0.64% | 0.02% | 0.10% | 0.75% |
| Total | 0.36% | 0.02% | 0.07% | 0.45% |

It is challenging to measure the income adequacy of a defined contribution plan since this will vary for each member, based on their goal for replacing their income. Sun Life encourages members to complete a retirement planning tool to establish goals (which are translated to a replacement of their pre-retirement family income). For members who have not completed the tool, the default is assumed to be 60% replacement of their pre-retirement base salary from Western. Where Academic Plan Members have completed the retirement planning tool and customized their goals, the results reflect higher levels of being “on track”. The results are similar but more modest for members of the Administrative Plan. The following illustrations show the percentage of members in the respective plans who are on track to meet their retirement income goals, based on data and the member decisions as at December 31, 2020.

| | |
|--|---|
| <p>Academic Plan Members Who <u>Completed</u> the Retirement Planner On Track to Meet Personal Retirement Income Goal</p> | <p>Academic Plan Members <u>Default</u> Retirement Planner Results On Track to Meet Retirement Income Goal (default 60% replacement)</p> |
|--|---|

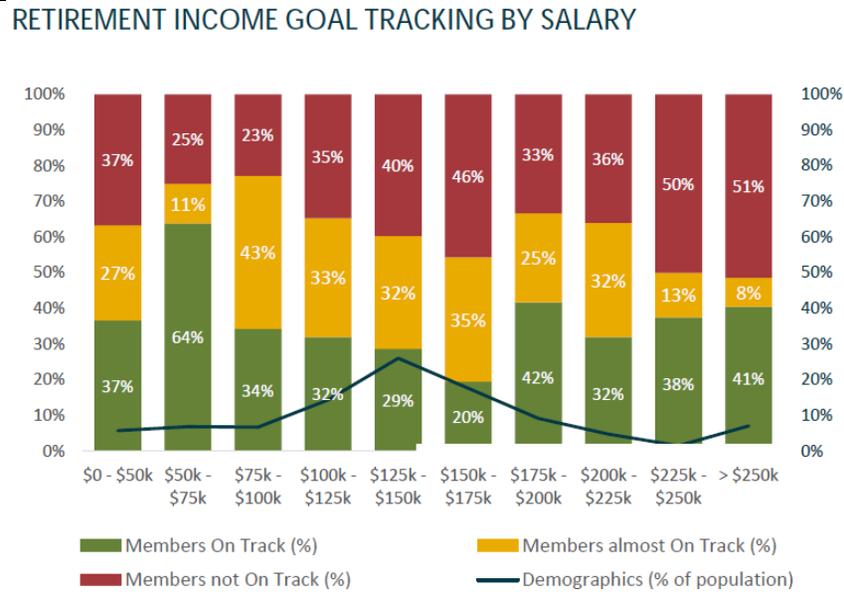


Figure 2

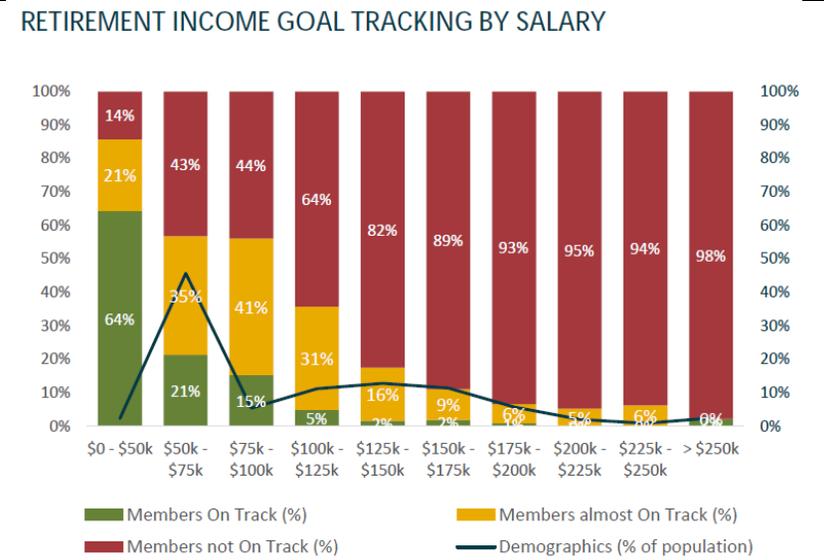


Figure 3

**Administrative Plan Members
Who Completed the Retirement Planner**
On Track to Meet Personal Retirement Income Goal

RETIREMENT INCOME GOAL TRACKING BY SALARY

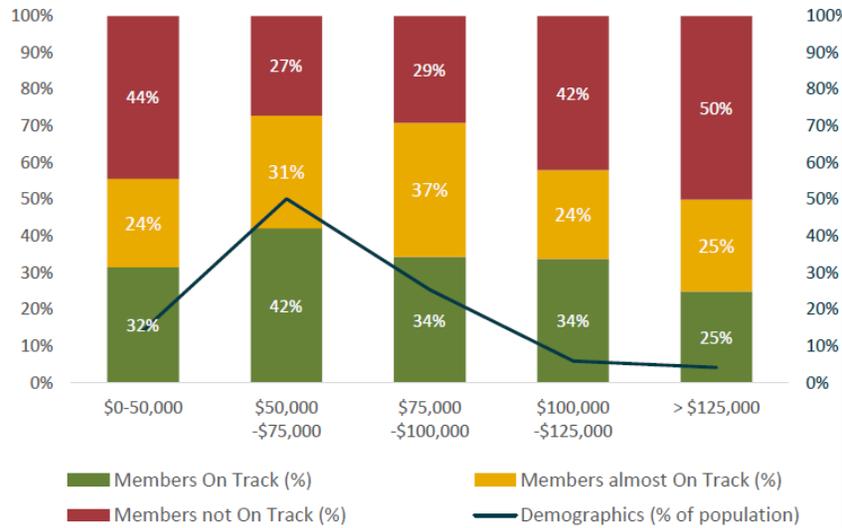


Figure 4

**Administrative Plan Members
Default Retirement Planner Results**
On Track to Meet Retirement Income Goal
(default 60% replacement)

RETIREMENT INCOME GOAL TRACKING BY SALARY

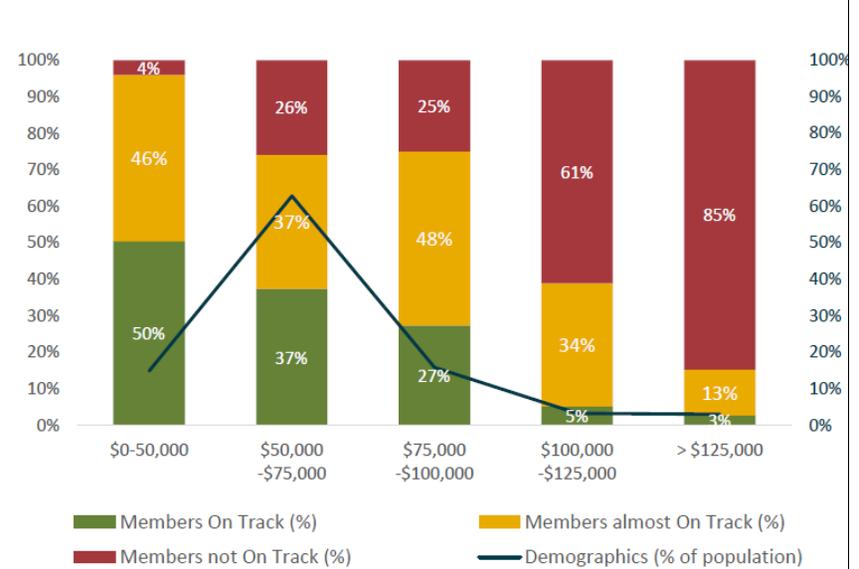


Figure 5

In 2016 the University partnered with Sun Life Financial to establish *The Sun Life Retirement & Savings Plan for Western Retirees*, a program to replace the previous Western provided LIF and RRIF program. At that time less than 30% of our retiring faculty and staff were choosing the Western LIF/RRIF to continue to invest in portfolios similar to the pension plan investments to fund their income in retirement. Participation in the Sun Life plan is not significantly different.

**Retired Faculty and Staff Decisions regarding setting up their Pension Payments
Since transition to Sun Life**

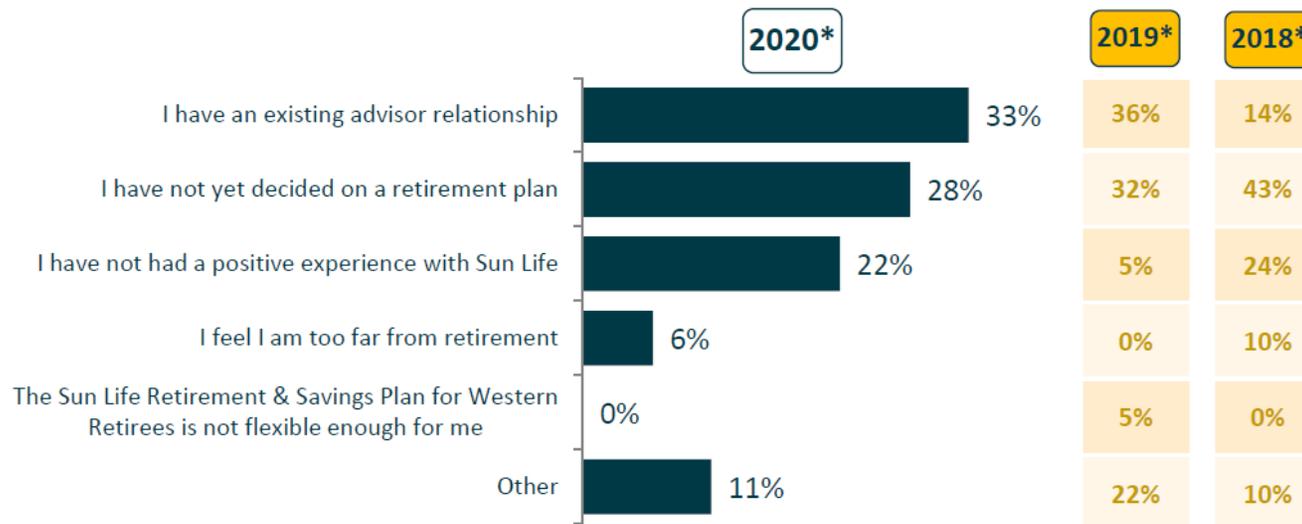
| Terminated & Retired Age 60+ | Count | Value |
|-------------------------------|------------|-----------------|
| Total* | 225 | \$111.3M |
| Stayed in pension plan | 109 / 48% | \$50M / 45% |
| Moved to RRIF/LIF for Western | 58 / 26% | \$31.1M/ 28% |
| Withdrawn from SLF | 77 / 34% | \$26.8M / 24% |
| Moved to Group Choices | 0 / 0% | 0 / 0% |
| Moved to Individual | 11 / 5% | \$3.4M / 3% |

* Count of unique members. Since members can make multiple decisions, the sum of member counts under each group may not equal total member count.

Sun Life conducts an annual survey of University employees who have been in touch with a Sun Life Retirement Consultant in the past year to ask about their experience. For employees receiving services in 2020, an invitation to participate in the feedback was sent to 275 faculty, staff and retirees; 50 completed the survey. When asked about barriers or hesitancy to use the Sun Life plan for their retirement payments the following data was collected.

Many members not using, or not planning to use, Sun Life have their own advisors, or have not decided on a plan.

Barriers to Using the Retirement & Savings Plan



* very small base (2018 n=21; 2019 n=22; 2020 n=18)

2. Communication and Education

Members have access to various tools, reports, and material to assist them in the monitoring of their retirement funds. These resources include on line access to detailed investment performance and analysis through the partnerships *Sun Life Financial* has with *Morningstar*. There is comprehensive and up-to-date performance information which members can access through Sun Life, and customized point-in-time messaging from Sun Life Financial.

Each January members receive a comprehensive and personalized annual statement for the prior year. Quarterly, electronic statements are posted to a plan members' account. Members are receiving personalized push communications from Sun Life, including prompts to take action, reminders of customized retirement planning/projection tools, and details on relevant on-campus workshops. The statements and communications have enabled targeted messaging so members are receiving the communications that are most relevant to them.

Members can access investment decision-making support from a licensed Investment Advice Specialist as well as account management support by phone on business days from 8 am to 8 pm. Three times per year Western and Sun Life offer members the option to meet one-on-one with a licensed Education Consultant. The Education Consultants offer the same services as are available by phone, but face-to-face on campus. In 2020 these meetings were moved to virtual consultations via Zoom. Members who are closer to retirement can contact a Sun Life Retirement Consultant at any time to arrange a personal consultation. Pre-pandemic, Sun Life Retirement Consultants offered in-person meetings in Toronto monthly, in addition to phone and video consultations. In-person consultations were paused in March 2020 due to the pandemic.

Education Activity

| Timing | Initiatives | Participation |
|--|---|----------------------------|
| February 2020 Winter Wellness Week | <ul style="list-style-type: none"> • Sun Life Workshops: <ul style="list-style-type: none"> ○ Understanding the Value of your Western Pension Plan (in person) ○ Your Health and Your Wealth (live webinar) • Morneau Shepell Workshops: <ul style="list-style-type: none"> ○ Sources of Retirement Income ○ Full day pre-retirement planning workshop • 1-on-1 consultations with Sun Life: February 11-14 and 18-22 | 39 30 40 32 71 |
| May 2020 Spring Wellness Week | <ul style="list-style-type: none"> • Western Annual Plan Member Updates (recorded) • Promoted Sun Life’s Financial Wellness (Live) Webinars: <ul style="list-style-type: none"> ○ Connect with your money ○ Creating your Financial Roadmap ○ Investing: The Essentials • Webinars On-Demand: <ul style="list-style-type: none"> ○ Annual Plan Member Updates on Investments and Plan Member Experience ○ Understanding the Value of Your Western Pension Plan ○ Investing with Confidence ○ Retirement Ready: The Sun Life Retirement & Savings Plan for Western Retirees • 1-on-1 consultations with Sun Life: April 27-29 and May 4-8 (virtually) | 27 27 36 51 |
| November 2020 Financial Literacy Week | <ul style="list-style-type: none"> • Promoted Sun Life’s Financial Wellness (Live) Webinars: <ul style="list-style-type: none"> ○ Balancing your finances: Understanding credit and debt ○ Managing your savings • Morneau Shepell Workshops (live webinars) <ul style="list-style-type: none"> ○ Staying the Course: Retirement Planning through Market Volatility ○ Government Benefits: CPP & OAS (live webinar) • Webinars On-Demand (New – custom for Western) <ul style="list-style-type: none"> ○ Becoming Retirement Ready (3 part series) ○ Understanding the value of your Western plan (part 1 and 2) | 41 36 39 40 |

| | | |
|---|---|--------------------------------|
| | <ul style="list-style-type: none">• 1-on-1 consultations with Sun Life: November 16-27 (virtually) | 59 |
| Sun Life Financial Wellness Webinars | <ul style="list-style-type: none">• Sun Life offers a live webinar series covering a variety of topics offered monthly at various times of day. | 485 registered 312 attended |

Note: Due to Covid-19 all education and support moved to virtual in March 2020

Prior Defined Benefit Program

Prior to July 1970 (Academic) and March 1974 (Administrative Staff), the University pension plans were a defined benefit design: annual pension income at retirement was promised based on a formula. The liabilities for the defined benefits are now substantially underwritten by annuity contracts with The Canada Life Assurance Company (annuity provider, part of the Great-West Life Assurance Company). There remains only one active employee in the Administrative Staff Pension Plan who is entitled to the better of a defined benefit pension or what can be purchased with their defined contribution plan balance at retirement. The University's actuaries continue to monitor the liability and the assets available to support these potential defined benefits. As at December 31, 2020 there remains a surplus of assets over projected liabilities in the administrative plan of approximately \$280,000. There is no longer a surplus of assets remaining in the Academic plan (\$135,000 in 2019). The elimination relates to the November, 2017, University Board of Governors approval, on recommendation of the Academic Pension Board, to apply surplus assets in the Pension Plan for Academic Staff to support the cost of pension improvements for certain Special Members and certain operational expenditures for the Plan, effective January 1, 2018.

3. Projects Underway as at December 31, 2020:

So far in 2021

- Investments:
 - Implementation of Diversified Equity Fund changes
 - Reviewing investment policy re: Sustainable Investing, ESG and Climate Change

- Communications:
 - Launch My Plan details in the Sun Life plan member site (customized plan information, improved accessibility)
 - Re-design of Western's custom website: www.mysunlife.ca/western

- Governance:
 - Discharge of defined benefit obligations

4. Pension Governance and Operations

Each of the pension boards consist of 7 members: 4 elected by the membership and 3 appointed by the University. These boards work jointly in the design of investment, communication, and administrative policy (Joint Pension Board). The design and implementation of policy is completed with significant assistance from staff in human resources and financial services.

Pension Staff at Western

| Name | Role |
|-----------------|---|
| Louise Koza | Director, HR Digital & Operations Secretary, Academic Pension Board Secretary, Administrative Pension Board |
| Martin Belanger | Director Investments |
| Tom Keenleyside | Associate Director, Investments |
| Ibad Cheema | Manager, Finance and Administration (HR) |
| Cara Bourdeau | Senior HR Consultant, Total Rewards |
| Bekki Ollson | Total Rewards Consultant |
| Kyle Digby | Benefits Specialist |

Service Providers

| Provider | Services |
|--|---|
| Sun Life Financial | Pension - Custodian, record keeping, education and financial advice Other - Preferred Provider of Retirement Income Fund (RIF/LIF) |
| Mercer Human Resource Consulting | Investment consulting |
| Brown Mills Klinck Prezioso LLP (BMKP Law) | Legal counsel |
| KPMG | Auditors |
| LifeWorks, formerly Morneau Shepell | Actuarial valuation Member education |

Pension Board (2021-22)

Elected Academic Board Members:

- Stephen Foerster (Professor, Ivey)
- Barry Hawn (Lecturer, DAN Management)
- Saurin Patel (Professor, Ivey)
- Shahbaz Sheikh (Professor, DAN Management)

Elected Administrative Board Members:

- Ab Birch (Director, Financial Systems)
- Rachel Halaney (Executive Director, Office of the President)
- Jim Loupos (Internal Auditor)
- Katey Senese (Financial Officer, Faculty of Education)

University Appointed Members (common to both Boards):

- Louise Koza (Director, HR Digital & Operations)
- Eric Mallory (AVP, Finance)
- Jane O'Brien (AVP, Human Resources)

ITEM 5.3(a) – Senior Appointments

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

The Senior Policy & Operations Committee, on behalf of the Board of Governors approved the following Senior Appointments:

Associate Vice-President, Research (Arts, Humanities and Social Science)

On June 17, 2021, the Senior Policy & Operations Committee, on behalf of the Board of Governors, approved the appointment of **Dr. Jacquelyn Burkell** as Associate Vice-President, Research (Arts, Humanities and Social Science) for the term **July 1, 2021 to June 30, 2026**, and approved the terms and conditions of appointment as outlined in the appointment letter from the Vice-President (Research) and Provost and Vice-President (Academic).

Associate Vice-President, Research (Health)

On June 17, 2021, the Senior Policy & Operations Committee, on behalf of the Board of Governors, approved the appointment of **Dr. Kevin Shoemaker** as Associate Vice-President, Research (Health) for the term **July 1, 2021 to June 30, 2026**, and approved the terms and conditions of appointment as outlined in the appointment letter from the Vice-President (Research) and Provost and Vice-President (Academic).

Associate Vice-President, Research (Science, Engineering and Technology)

On June 17, 2021, the Senior Policy & Operations Committee, on behalf of the Board of Governors, approved the appointment of **Dr. Bryan Neff** as Associate Vice-President, Research (Science, Engineering and Technology) for the term **July 1, 2021 to June 30, 2026**, and approved the terms and conditions of appointment as outlined in the appointment letter from the Vice-President (Research) and Provost and Vice-President (Academic).

Associate Vice – President Equity, Diversity, and Inclusion (EDI)

On June 29, 2021, the Senior Policy & Operations Committee, on behalf of the Board of Governors, approved the appointment of **Dr. Opiyo Oloya** as Associate Vice-President (Equity, Diversity and Inclusion) commencing **August 30, 2021**, and approved the terms and conditions of appointment as outlined in the appointment letter from the President.

Associate Vice-Provost (Academic Planning, Policy and Faculty)

On August 18, 2021 by E-Approval, the Senior Policy & Operations Committee, on behalf of the Board of Governors, approved the appointment of **Denise Connelly** as the Associate Vice-Provost (Academic Planning, Policy and Faculty), effective **August 23, 2021** and continuing until **June 30, 2027** and that the Senior Policy &

Board of Governors
September 21, 2021

CONSENT AGENDA – ITEM 5.3(a)

Operations Committee approved the terms of the appointment as outlined in the Memorandum.

ITEM 5.3(b) – Board Committee Membership

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

The Senior Policy & Operations Committee, on behalf of the Board of Governors acclaimed the following individuals to fill vacancies on Board Committees outlined below:

University Discipline Appeal Committee (UDAC)

On June 29, 2021:

Two (2) Members of Faculty whose term continues to June 30, 2024
Jane Toswell (A&H) and John Corrigan (Sci)

One (1) Member of Faculty (to replace a member on leave) whose term continues to June 30, 2022:
George Knopf (Engg)

Two (2) Graduate Students (terms from July 1, 2021 to June 30, 2022):
MohdWessam Al Jawhri (Schulich) and Heidi Steeves (A&H)

Five (5) Undergraduate Students (terms from July 1, 2021 to June 30, 2022):
Elias Boussoulas (HSci), Claudia Gallant (Huron), Orlando Scarlett (SocSci/HBA), Sarah Wallace (FIMS) and Alison Taylor (A&H)

On September 14, 2021:

One (1) Member of Faculty (to replace a member who resigned from the committee) whose term continues to June 30, 2023:
Ken Yeung (Science)

Governance and By-Laws Committee

On September 14, 2021 with terms ending June 30, 2022:

David Simmonds (Board)
Sara Neiman (Board)

ITEM 5.5(a) – Quarterly Fundraising Report to April 30, 2021

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

The Quarterly Fundraising Report to April 30, 2021 (year-end quarterly report) includes cost per dollar raised and return on investment calculations. Cost per dollar raised at \$0.14 is within target range. Return on investment of \$6.16 is just above target range, however 3-year rolling average is within the target range of \$5.31-\$6.07.

Contributions received was higher than targeted for FY2021 (\$6.2M higher). Estate contributions and payments on new pledges contributed to this variance. Contribution projections for FY2022 have been adjusted as a result.

Contributions excluding gift-in-kind (actual cash received) is steady year over year, as are expenses at \$10M.

ATTACHMENT:

[Quarterly Fundraising Report to April 30, 2021](#)



**FUND RAISING QUARTERLY REPORT
as at April 30, 2021**
(with comparative figures for Fiscal Year 2020 and 2019)

PLEDGE DATA

| | May 1, 2020 to April 30, 2021 (000's) | | | Fiscal Year 2020 (000's) | | Fiscal Year 2019 (000's) | |
|---|--|---------------|-------------------------|-----------------------------|----------------------------|-----------------------------|----------------------------|
| | Target | Actual | Actual as a % of Target | Year End April 30th Target | Year End April 30th Actual | Year End April 30th Target | Year End April 30th Actual |
| Pledges outstanding May 1st ₁ | 90,430 | 90,430 | N/A | 103,042 | 103,042 | 91,903 | 91,903 |
| New Gifts & Pledges (Gross) | 60,390 | 71,398 | 118.23% | 66,300 | 66,792 | 65,000 | 78,123 |
| Pledges cancelled/amended on new/prior pledges | (1,887) | (795) | 42.14% | (2,403) | (2,092) | (2,011) | (2,010) |
| Net New Pledges/Gifts | 58,502 | 70,603 | 120.68% | 63,897 | 64,699 | 62,989 | 76,113 |
| Contributions received in payment of pledges/gifts ₂ | 55,845 | 74,167 | 132.81% | 56,502 | 77,311 | 51,124 | 64,974 |
| Net Pledges Outstanding | 93,087 | 86,866 | 93.32% | 110,437 | 90,430 | 103,768 | 103,042 |

COST PER DOLLAR RAISED

| | May 1, 2020 to April 30, 2021 (000's) | | | May 1, 2019 to April 30, 2020 (000's) | | | May 1, 2018 to April 30, 2019 (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 | 51,650 | 8,653 | \$0.17 | 57,329 | 8,949 | \$0.16 | 56,248 | 9,259 | \$0.16 |
| Richard Ivey School of Business | 19,737 | 1,437 | \$0.07 | 9,014 | 1,098 | \$0.12 | 21,558 | 1,101 | \$0.05 |
| Total Expenses/Cost Per Dollar Raised | 71,387 | 10,091 | \$0.14 | 66,343 | 10,047 | \$0.15 | 77,806 | 10,359 | \$0.13 |
| 3-Year Average Cost Per Dollar Raised₃ | 71,845 | 10,159 | \$0.14 | 71,390 | 10,040 | \$0.14 | 68,279 | 9,820 | \$0.14 |

RETURN ON INVESTMENT

| | Revenue Cash Received | Expenses | Return on Investment | Revenue Cash Received | Expenses | Return on Investment | Revenue Cash Received | Expenses | Return on Investment |
|--|-----------------------|---------------|----------------------|-----------------------|---------------|----------------------|-----------------------|--------------|----------------------|
| Total Return on Investment | 62,172 | 10,091 | \$6.16 | 62,492 | 10,047 | \$6.22 | 47,751 | 10,359 | \$4.61 |
| 3-Year Average Return on Investment | 57,472 | 10,166 | \$5.65 | 54,384 | 10,040 | \$5.42 | 51,077 | 9,820 | \$5.22 |

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 CRM within reporting period and may differ from the general ledger reporting period.

₃ 3 Year Rolling Average - reflects the major gift factor and the post campaign period. Return on Investment and Cost per Dollar raised are included on April 30th Quarter reports.

ITEM 5.5(b) – Quarterly Fundraising Report to July 31, 2021

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

\$63.7M in contributions are projected to be received in FY2022, representing projected revenue on booked pledges as well as payments on new pledges and one-time gifts. Contributions received (\$9.7M) are slightly higher in Q1 than same period in the previous fiscal year.

On track for reaching cash projections for FY2022.

ATTACHMENT:

[Quarterly Fundraising Report to July 31, 2021](#)



**FUND RAISING QUARTERLY REPORT
as at July 31, 2021**

(with comparative figures for Fiscal Year 2021 and 2020)

PLEDGE DATA

| | May 1, 2021 to July 31, 2022 (000's) | | | Fiscal Year 2021 (000's) | | Fiscal Year 2020 (000's) | |
|---|---|---------------|-------------------------|-----------------------------|--------------------------|-----------------------------|--------------------------|
| | Target | Actual | Actual as a % of Target | Year to Date May to Jul | Year End May to April | Year to Date May to Jul | Year End May to April |
| Pledges outstanding May 1st ₁ | 86,866 | 86,866 | N/A | 90,430 | 90,430 | 103,042 | 103,042 |
| New Gifts & Pledges (Gross) | 67,500 | 6,844 | 10.14% | 4,671 | 71,398 | 9,460 | 66,792 |
| Pledges cancelled/amended on new/prior pledges | (1,633) | 370 | -22.67% | (202) | (795) | 2 | (2,092) |
| Net New Pledges/Gifts | 65,867 | 7,214 | 10.95% | 4,469 | 70,603 | 9,462 | 64,699 |
| Contributions received in payment of pledges/gifts ₂ | 63,652 | 9,748 | 15.31% | 6,942 | 74,167 | 9,152 | 77,311 |
| Net Pledges Outstanding | 89,081 | 84,332 | 94.67% | 87,957 | 86,866 | 103,352 | 90,430 |

COST PER DOLLAR RAISED

| | May 1, 2021 to July 31, 2022 (000's) | | | May 1, 2020 to April 30, 2021 (000's) | | | May 1, 2019 to April 30, 2020 (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 Fundraising Units | | | | | | | | | |
| Alumni Relations & Development | 6,373 | 2,019 | N/A | 51,650 | 8,653 | \$0.17 | 57,329 | 8,949 | \$0.16 |
| Richard Ivey School of Business | 471 | 393 | N/A | 19,737 | 1,437 | \$0.07 | 9,014 | 1,098 | \$0.12 |
| Total Expenses/Cost Per Dollar Raised | 6,844 | 2,412 | N/A | 71,387 | 10,091 | \$0.14 | 66,343 | 10,047 | \$0.15 |
| 3-Year Average Cost Per Dollar Raised₃ | N/A | N/A | N/A | 71,845 | 10,159 | \$0.14 | 71,390 | 10,040 | \$0.14 |

RETURN ON INVESTMENT

| | Revenue Cash Received | Expenses | Return on Investment | Revenue Cash Received | Expenses | Return on Investment | Revenue Cash Received | Expenses | Return on Investment |
|--|-----------------------|--------------|----------------------|-----------------------|---------------|----------------------|-----------------------|---------------|----------------------|
| Total Return on Investment | 7,040 | 2,412 | N/A | 62,172 | 10,091 | \$6.16 | 62,492 | 10,047 | \$6.22 |
| 3-Year Average Return on Investment | N/A | N/A | N/A | 57,472 | 10,166 | \$5.65 | 54,384 | 10,040 | \$5.42 |

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 CRM within reporting period and may differ from the general ledger reporting period.

³ 3 Year Rolling Average - reflects the major gift factor and the post campaign period. Return on Investment and Cost per Dollar raised are included on April 30th Quarter reports.

ITEM 5.6(a) – Announcement of a Chair and Vice-Chair of the McIntosh Gallery Committee

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

At its September 1, 2021 meeting, the McIntosh Gallery Committee elected a Chair and Vice-Chair for the July 1, 2021 to June 30, 2022 term as follows:

Chair: Linda Miller (Vice-Provost, Graduate and Postdoctoral Studies)

Vice-Chair: Alena Robin (Arts & Humanities)

ITEM 5.6(b) – Transfer of Works by Michael T. Bidner

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

On September 1, 2021, the McIntosh Gallery Committee approved the transfer of the following works by Michael T. Bidner from archives to the McIntosh Gallery permanent collection:

Disintegrating Boy (green) 1976
serigraph on paper edition: 6/75
96.1 x 63.5 cm

Disintegrating Boy (red) 1976
serigraph on paper edition: 21/75
96.1 x 63.5 cm

Space Mandala (green) 1976
serigraph on rag paper edition: 2/22
105.7 x 75.3 cm

Space Mandala (red) 1976
serigraph on rag paper edition: 3/22
105.7 x 75.3 cm

Disintegrating Colour Xerox Machine c.1975
Xerox 6500 colour copies ed.?
21.5 x 27.9 cm x 25 sheets

Fag Rock 1973 - 11 works from the series
electrostatic prints made on the Xerox SCM 144 photocopier
35.5 x 21.7 cm

Untitled Collage (male nude on beach) 1974
colour photo on Kodak paper, cutout photocopy A/P
20.3 x 25.3 cm

Polyglot [ADZ 8] 1977
serigraph, offset litho, photocopy (magazine format)
27.9 x 21.6 x 1.1 cm

Xerox Symphony 1972
5 images from a series of 25
electrostatic prints made on Xerox SCM 1964, carded and wrapped
35.5 X 21.6 cm

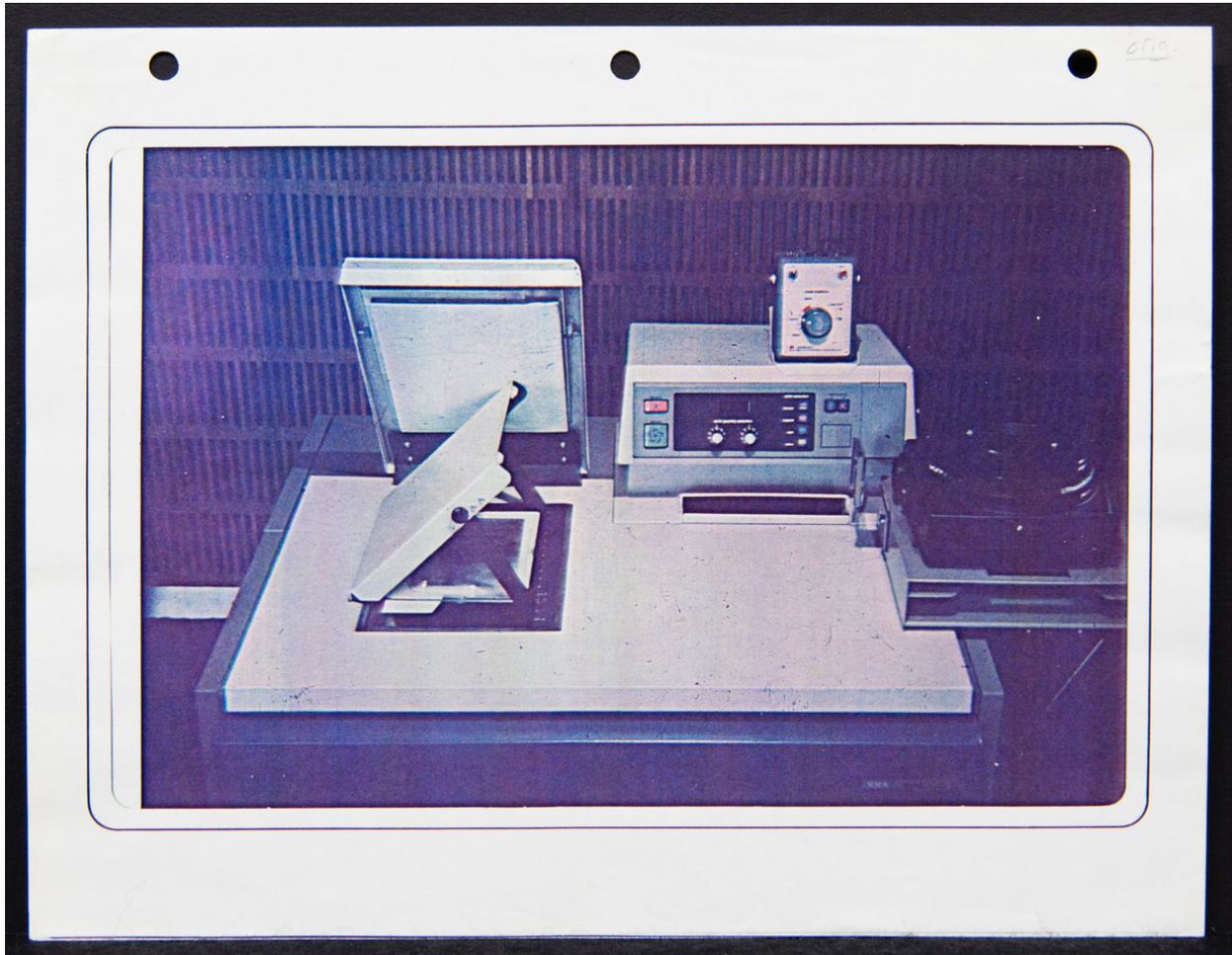
Under the Bam Under the Boo 1983
serigraph printer's proof
63.5 x 44.5

Justification for the transfer of works from archives to McIntosh Gallery permanent collection

Many of the works listed here were included in Bidner's solo exhibition *RAW*, presented by McIntosh Gallery in 2018, and are reproduced in the accompanying exhibition catalogue. The exhibition drew extensively on the private collection of Bidner's long-time friend, Toronto-based artist and curator Flavio Belli. In 2020, Belli donated a major gift of Bidner's extensive archive to the Gallery. Consequently, these works are not new acquisitions as they are already in our archival collection. Given that these works provide such a strong representative cross-section of Bidner's practice, we have determined that they will better serve the Gallery as part of the permanent collection. *Disintegrating Xerox Machine*, for example, is a very early example of colour photocopy art. *Polyglot [Adz 8]* is an important statement of Bidner's intention to produce magazines with purely visual content. The four works from *Xerox Symphony* are from his first series of xerox collages.

Biography

Michael Bidner (Canadian, 1944-1989) was one of the first artists to recognize the medium of photocopying as an artform. By using Xerox machines to create works of art in multiple, he challenged ideological barriers constricting the idea of what constituted printmaking at the time. He was also a significant figure in the gay and underground cultures in London, Ontario. Bidner's work is held in various private collections as well as in the Niederman Collection, Western Archives; the Art Gallery of Ontario; and the National Gallery of Canada Archives









ITEM 5.6(c) – Acquisition of Drawing by Roly Fenwick

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

On September 1, 2021, the McIntosh Gallery Committee approved the acquisition of the following work by Roly Fenwick into the McIntosh Gallery permanent collection:

Photo-Op 2020
oil on canvas
91.4 cm x 116.8 cm

Acquisition Justification

Roly Fenwick's *Photo-Op* (2020) depicts a group of friends gathered for lunch at Chaucer's Pub in London. All prominent members of the London art community, the group comprises Eric Atkinson (artist), Maurice Stubbs (artist), Helmut Becker (artist), Joseph Hubbard (artist), Al Stewart (gallerist), Ian Tripp (collector). Fenwick's work shows a painterly approach to the subject, which is seen in *Photo-Op* as Fenwick has used brushstrokes to capture the atmosphere of the scene, as well as the individual personalities of his subjects. Collectively, the group has connections to Western University, Fanshawe College, H.B. Beal Secondary School as well as various London galleries. Many of this group were important figures between 1970 and 2000, now recognized as a formative period in the London art scene, and continue to hold relevance. As artists and members of the arts community, they continue to influence and have connections with many current practicing artists.

McIntosh Gallery has a substantial holding of Fenwick's works, including numerous landscapes and portraits. However, *Photo-Op* is an important work because it depicts a group, which is rare in Fenwick's oeuvre. Included in the group portrait is Mr. Ian Tripp, whose collection will eventually be bequeathed to McIntosh Gallery. The portrait anchors Tripp as an important collector of local art and a passionate supporter of the local and regional arts community. The acquisition of Fenwick's work would complement the existing works in the Collection as well as showing the importance of the historic London arts scene.

Biography

Roly Fenwick was born in 1932 in Owen Sound, Ontario. After studying art under Alex Colville at Mount Allison University in Sackville, New Brunswick, Fenwick moved to Toronto where he was the Art Director for Simpson's/Sears. In 1968 Tony Urquhart was seeking professors for The University of Western Ontario's visual arts department and hired Fenwick to be a painting and drawing professor. Fenwick remained at UWO until he retired in 1989, teaching countless students along with Paterson Ewen and Duncan de Kergommeaux. Since retiring, Fenwick has maintained a steady studio practice in London, Ontario and at his cottage in Big Bay, Ontario.

Fenwick received his first retrospective in 1978 at the London Regional Art Gallery, which focused on his realist, surrealist work that he was making at that time. Again in 2001, Museum London organized a retrospective of his landscapes, which travelled to the Tom Thomson Art Gallery in Owen Sound, Ontario. Roly Fenwick is well known for his lush oil paintings that are inspired by the landscape of the Bruce Peninsula, which Fenwick refers to as his "ancestral bloodroots". Fenwick explains that his "interest is not in scenery but in probing to reveal the forces beneath the veneer". His paintings thoroughly reflect this interest in revealing the sources of nature and inner spirit of the Canadian landscape. His paintings are in the permanent public collections of the Art Gallery of Hamilton, Tom Thomson Art Gallery, McIntosh Gallery and Museum London. He spends his summers at his cottage at Big Bay on the Bruce Peninsula and spends the rest of the year at his home in London, Ontario. (Source: Michael Gibson Gallery)



ITEM 5.6(d) – Acquisition of Drawing by Vera Frenkel

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

On September 1, 2021, the McIntosh Gallery Committee approved the acquisition of the following work by Vera Frenkel into the McIntosh Gallery permanent collection:

Vera Frenkel
Big X Windows
lithograph on paper
four panels: 106.5 cm x 73.5 cm, each

Acquisition justification

(Prepared by Natalie Scola, B.A. Western, M.A. Candidate, University of Toronto;
Young Canada Works student, McIntosh Gallery, Summer 2021)

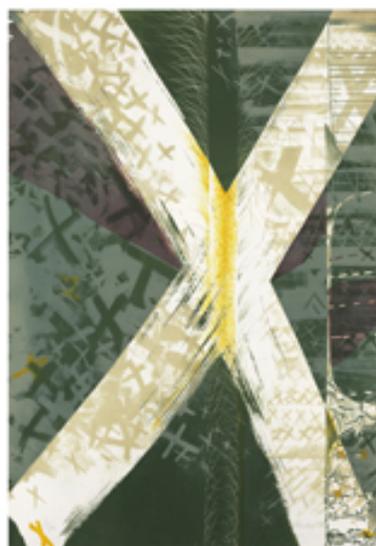
In the 1970s, the Art Bank began the Commissioned Print Program in order to increase the holdings of its newly formed collection. They commissioned 25 artists to make prints at studios across Canada; these prints would then enter the Art Bank's collection for rent to government and corporate offices. Artists were matched with studios across the country, helping to build a network of artists and studios. Vera Frenkel was part of this program and worked with Open Studio in Toronto to produce her prints. Open Studio was founded in 1970 by artists Barbara Hall and Richard Sewell and remains the only artist-run printmaking centre in Toronto.

At Open Studio, Frenkel produced the work *Big X Windows*, a suite of four large lithographs. Each print is 106.5 cm high by 73.5 cm wide, with the whole suite 213 cm high by 147 cm wide. The prints each feature a single large 'X', with each print done in a different colour scheme: yellow, orange and green; black and white; red, blue and white; and dark green, yellow and white. Frenkel produced 70 prints of *Big X Windows* at Open Studio over two years, printed with the help of Don Holman, Don Phillips, Otis Tamasauskas, Elma Schumacher and Steve MacKenzie. In *The Big Book*, the catalogue accompanying her works, Frenkel wrote a narrative piece called "X is a Window", which describes the theme and meaning of the prints. She writes that "X" can mean two things at once: "You see through the glass/you are barred from what you see."

McIntosh Gallery currently does not have any works by Frenkel in the Collection. *Big X Windows* would be a meaningful acquisition for the Gallery as it is representative of an important period in Canadian contemporary art as well as a work from the early part of Frenkel's career. There is little documentation regarding the Commissioned Print Program but works from the program represent an interesting period of studio and artist exchange in the 1970s. *Big X Windows* are pieces made as Frenkel was gaining prominence as an artist but are representative of her work in print rather than her later better-known performance-based pieces. Female artists are underrepresented in art collections, so the acquisition of Frenkel's work would help the Gallery towards its goal of female artist representation and will complement the work of other Canadian women artists in the Collection.

Biography

Vera Frenkel was born in 1938 in Bratislava, Czechoslovakia (now in Slovakia). Her family fled the Nazi regime in 1939, settling in England. She moved to Canada as an adult to study Fine Arts, graduating in 1959 from McGill University. She began her artistic practice, studying under well-known artists such as Arthur Lismer and Albert Dumouchel. Her early works were print-based, but by the late 1970s, she moved to time-based performance pieces. Frenkel's artistic practice was at the forefront of video and media-based pieces, adopting new technologies and modes of understanding in the artistic world. Frenkel's works question ideas of identity, memory and belonging. As an immigrant, her work investigates the experiences of living between two places and the issues of displacement and migration. Frenkel's works have been exhibited in Canada and internationally at the Museum of Modern Art, New York; the Setagaya Art Museum, Tokyo; at Documenta IX, Kassel, Germany; the National Gallery of Canada; and the Venice Biennale. In 2005, Frenkel was awarded the Governor General's Award in Visual and Media Arts.



ITEM 5.6(e) – Acquisition of Drawing by Sheila Butler

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

On September 1, 2021, the McIntosh Gallery Committee approved the acquisition of the following work by Sheila Butler into the McIntosh Gallery permanent collection:

At this altitude lunar influence causes tides in the human body 1999
oil on canvas
172.7 cm x 147.3 cm

Acquisition Justification

(Prepared by Natalie Scola, B.A. Western, M.A. Candidate, University of Toronto; Young Canada Works student, McIntosh Gallery, Summer 2021)

Butler’s 1999 work *At this altitude lunar influence causes tides in the human body* is a surreal composition examining identity. The artwork depicts a mountainous landscape superimposed with an outlined female form. Contained within the female form is a chest of drawers, and to the side, the rough sketches of a bedroom. Jagged black lines cross the green background, disrupting the landscape. These contrasting – and jarring – elements create tension in the work. The title indicates inner turmoil and change; in combination with the “domestic” images of a bedroom, may refer to the experiences of women.

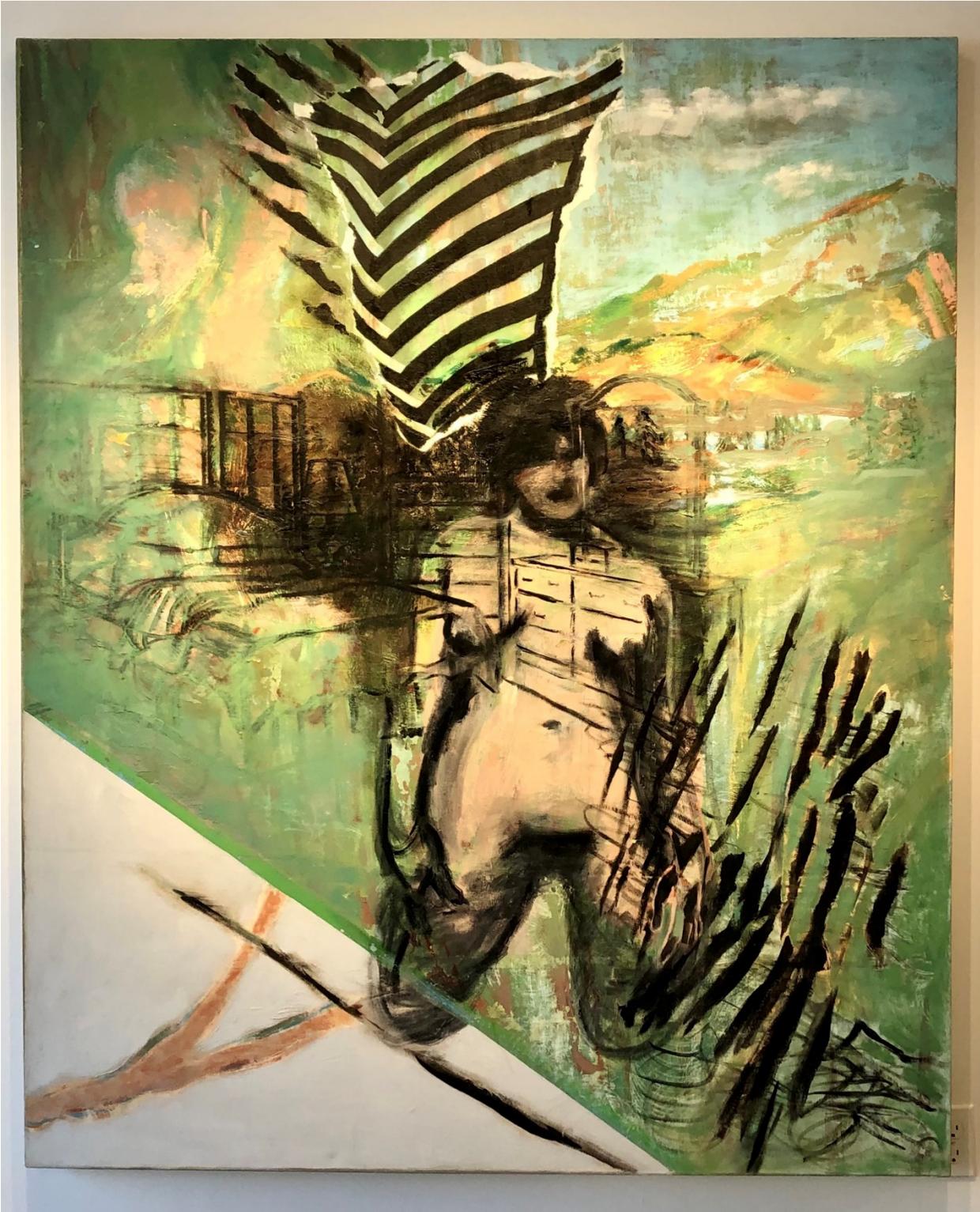
The McIntosh Gallery currently has two works by Butler: *Beloved Child* (1999, etching on paper), and the major painting *Matters of Life and Death* (1996), which was purchased on the occasion of the Visual Arts Department’s 50th anniversary, and exhibited in the accompanying exhibition at the ArtLab. Butler is a past faculty member of the Visual Arts department, so the acquisition of her work would show the artistic legacy of the University. The acquisition would also help the gallery achieve its goal of increasing female and regional representation within the collection and will complement holdings of the work of other female and London artists.

Biography

Sheila Butler was born in 1938 in Leesport Pennsylvania. She studied fine art at Carnegie Mellon University where she was one of a few women in a class of men. Butler moved to Canada in 1962.

With her husband at the time (artist Jack Butler), Sheila Butler worked in the Northwest Territories to support local Inuit artists, eventually founding a co-operative. Butler left the Northwest Territories in 1972 to teach. She taught at several Canadian universities, including the University of Manitoba and the University of Winnipeg.

From 1989 to 2004, Butler taught visual art at The University of Western Ontario. Butler's work focuses on the human body, the experience of women and the idea of human consciousness. She has also been an advocate for women artists and started a Winnipeg-based non-profit to combat gender inequality in the arts.



ITEM 5.6(f) – 2020-2021 Annual Report for the McIntosh Gallery

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

The 2020-2021 McIntosh Gallery Annual Report is provided to the Board of Governors in accordance with the McIntosh Gallery Committee's Terms of Reference.

ATTACHMENT(S):

[2020-2021 McIntosh Gallery Annual Report](#)



McIntosh Gallery
2020-2021
Annual Report



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Above, L-R: Johannes Zits, *Listening to Trees*. Installation view. March 6 –16, 2020. *Written on the Earth*, installation view. March 4 – April 17, 2021



Above: *Computational Arts in Canada 1967-1974*, installation view. November 5 – December 12, 2020.

ACTING DIRECTOR'S REPORT

This year was tumultuous in several ways for the McIntosh. Director James Patten has been on medical leave since November 2020. My thanks to Dr. John Hatch for stepping in during December and January to provide support and guidance to the staff during this difficult time.

From March 2020 to April 2021, McIntosh Gallery exhibitions and programs were severely impacted by COVID-19 as the Gallery complied with the province's lockdown measures. Scheduled exhibitions for PhD candidate Michelle Wilson and London-based Thelma Rosner were postponed to the 2021-2022 year. The planned tour for the Michael Bidner exhibition, *Raw*, at St. Marys University Gallery in Halifax was cancelled. Both the Kelly Greene exhibition and Johannes Zits' artist summer residency were closed early. All in-person programming was suspended and moved online where possible including video performances and interviews, virtual exhibition walk-throughs, zoom panel discussions, and select digital features shared on the Gallery's various social media platforms, Western's Instagram profile, and on the national digital programming hub FieldTrip.

On a brighter note, two exhibitions were produced through highly successful collaborations. *Computational Arts in Canada 1967-1974* was the first historical survey of Canada's contribution to first-generation computer art including the interdisciplinary partnerships between artists and

researchers facilitated by Western's Department of Computer Science. *Written on the Earth* began as an invitation from the Northern Tornadoes Project, a research team at Western Engineering, to a group of artists drawn from the Visual Arts Department as well as York and Concordia Universities.

We finished the year with an unprecedented surplus due in large part to the mandatory pausing of several projects including the ceramic mural by Susan Day planned for a downtown location. Also deferred was the hiring of an Indigenous Curator in Residence on a one-year contract to work with both campus and external Indigenous groups and organize an exhibition, related programs, and a major publication. We look forward to reinstating these plans soon. Additional funds are also committed for the upcoming publication of major catalogues for *Written on the Earth* and *The Botanical Turn* opening this fall.

Our website project, *A Driving Force: Women of the London, Ontario, Visual Arts Community, 1867 to the Present*, added 22 profiles and another video interview as we continue to expand this important online resource.

Inside this report you will find more details on our various initiatives and the donors, funders, exhibiting artists, guest curators and writers, volunteers and staff who made outstanding contributions to a remarkable year.



Catherine Elliot Shaw
Acting Director

COLLECTIONS REPORT



ABOVE: Angela Grauerholz, *Musée Carnavalet #26* 2018.
RIGHT: Jason McLean, *The Day the World Blew Away* n.d..



This year's acquisitions, though few in number, enhance the McIntosh Collection in several important ways.

Evening, Baie St. Paul by Group of Seven member A. Y. Jackson is a fine example from his winter sketching trips in Quebec and joins two other paintings and six drawings.

Our contemporary photography expanded significantly with works from major series by Angela Grauerholz and George Legrady. Ms. Grauerholz's *Musée Carnavalet* depicts the famous Paris museum during a period of extensive renovation revealing the evolving effects of time on a space that has been both private and public over the centuries. Selections from two different series by Mr. Legrady, *Still Lives* and *China in Transition*, examine the relationships between cultural conditionings and narratives, and social and historical structures in visual conventions.

The donation of three works in different media by Canadian artist Frederick Hagan is a fitting record of his seven-decade long career as a painter,

lithographer, watercolourist and art instructor.

Jason McLean's mixed media painting on a found object base extends his exploration of autobiographical memory mapping into the third dimension.

In keeping with current museum practices and our Collection policy, McIntosh Gallery continues in the process of decolonizing the Collection and acquiring work by Black, Indigenous and People of Colour artists. We are pleased to announce our first steps in this program with two purchases. The monumental print *Baleen* by Shuvinai Ashoona, a third generation Inuk artist from Kinngait, updates not only this artist's representation but also our substantial holdings of Inuit art. *They Were Planted and They Came* by Mohawk (Turtle Clan) Six Nations artist Kelly Greene is her first work to enter the Collection. It was also featured in Greene's solo show *Accountability* at the McIntosh in early 2020 and its acquisition follows the Gallery's intention to document our exhibition history.

DONATIONS:

Gift of Richard Crouch and Margaret Ann Wilkinson, London:

Alexander Young Jackson (Canadian, 1882-1974)

Evening, Baie St. Paul n.d.

oil on panel, 21.3 x 26.7 cm.

In Memory of Richard E. Crouch, Chief Librarian and Director, London Public Library and Art Museum, 1923-1961

2020.0010

Gift of Angela Grauerholz, Montreal:

Angela Grauerholz (Canadian; b. Germany, 1952)

Musée Carnavalet #7 2018

inkjet print on Arches paper, 102.0 x 152.4 cm

Gift of the artist, 2020

2020.0015

Angela Grauerholz (Canadian; b. Germany, 1952)

Musée Carnavalet #26 2018

inkjet print on Arches paper, 102.0 x 152.4 cm.

Gift of the artist, 2020

2020.0016

Gift of the Family of Frederick Hagan, London:

Frederick Hagan (Canadian, 1918-2003)

The Stone Carver 1944

oil on canvas, 74.1 x 98.1 cm.

McIntosh Gallery Collection, Western University

Gift of the artist's family, 2020

2020.0011

Frederick Hagan (Canadian, 1918-2003)

Half O'Clock at Arrow Rock 1976

polymer on masonite, 156.2 x 120.7 cm.

Gift of the artist's family, 2020

2020.0012

Frederick Hagan (Canadian, 1918-2003)

The Clock and the Bow (study for Half O'Clock at Arrow Rock) 1974

watercolour and chalk on paper, 64.6 x 50.5 cm.

Gift of the artist's family, 2020

2020.0013

Gift of Tom Legrady, Cambridge:

George Legrady (Canadian-American, b. Hungary, 1950)
"Color floppy disk, intimate partner of computer support rewritable more than 100,000,000 times" (China in Transition Series) 1985-2007
digital color inkjet prints, 101.6 x 126.9 cm.
Gift of Tom Legrady, 2020
2020.0001

George Legrady (Canadian-American, b. Hungary, 1950)
"Cherish Youth, encourage late marriage" (China in Transition Series) 1985-2007
digital color inkjet prints, 101.6 x 126.9 cm.
Gift of Tom Legrady, 2020
2020.0002

George Legrady (Canadian-American, b. Hungary, 1950)
"Comply with traffic regulations; Obey police command" (China in Transition Series) 1985-2007
digital color inkjet prints, 101.6 x 126.9 cm.
Gift of Tom Legrady, 2020
2020.0003

George Legrady (Canadian-American, b. Hungary, 1950)
Snakes and Ladders (Still Lifes Series) 1981
hand-tinted gelatin silver print, 91.9 x 74.4 cm.
Gift of Tom Legrady, 2020
2020.0004

George Legrady (Canadian-American, b. Hungary, 1950)
Carbon Cycle (Still Lifes Series) 1981
hand-tinted gelatin silver print, 91.9 x 74.4 cm.
Gift of Tom Legrady, 2020
2020.0005

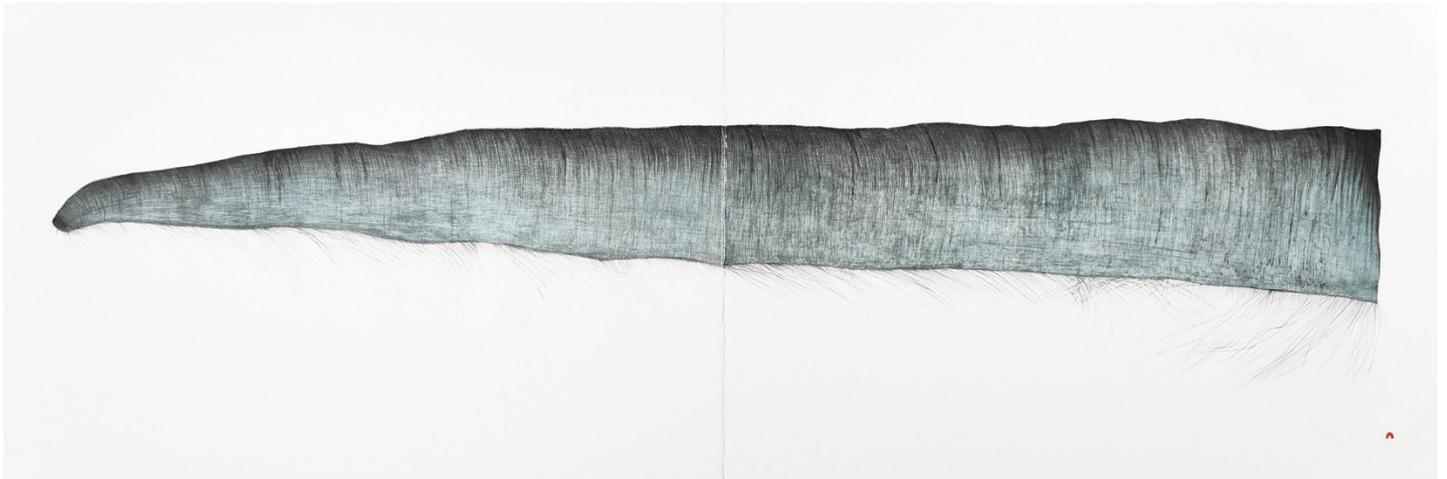
George Legrady (Canadian-American, b. Hungary, 1950)
Burning Books (Still Lifes Series) 1981
hand-tinted gelatin silver print, 91.9 x 74.4 cm.
Gift of Tom Legrady, 2020
2020.0006

George Legrady (Canadian-American, b. Hungary, 1950)
Leisure (Still Lifes Series) 1981
hand-tinted gelatin silver print, 91.9 x 74.4 cm.
Gift of Tom Legrady, 2020
2020.0007

George Legrady (Canadian-American, b. Hungary, 1950)
10 - Decor (Still Lifes Series) 1981
gelatin silver print, 91.9 x 74.4 cm.
Gift of Tom Legrady, 2020
2020.0008

Gift of Jason McLean, London:

Jason McLean (Canadian, b. 1971)
The Day the World Blew Away n.d.
mixed media, rubber diving flippers, paint, 59.0 x 22.0 x 7.3 cm.
Gift of the artist, 2020
2020.0017



ABOVE: Shuvina Ashoona, Printmaker: Niveaskie Quvianaqtuliaq, *Baleen* (diptych), 2019.

PURCHASES:

Shuvina Ashoona (Canadian; Inuk, b.1961);
Niveaskie Quvianaqtuliaq (Printmaker, Canadian; Inuk)
Baleen (diptych) 2019
lithograph on BFK Reeves printmaking paper, 71.5 x 22.1 cm.
Purchase, W. H. Abbott Fund, 2020
2020.0014

Kelly Greene (Canadian, b. United States; Mohawk (Turtle Clan), Six Nations Reserve)
They Were Planted and They Came 2015
acrylic on recycled plywood, 86.5 x 105.9 cm.
Purchased from the artist, W. H. Abbott Fund, 2020
2020.0009

ARTSHARE REPORT

McIntosh Gallery's ArtShare program places works of art from the Collection into public spaces on campus for the enjoyment and education of students, staff, faculty and visitors. Currently, there are over 800 works on display. During the last 18 months, demand for new installations has been diminished due to mandatory work from home protocols. Revenue generated (\$25,186) from rental fees and art services is used for Collection maintenance.



ABOVE (L-R): Matt Brown: *Ask Ellis*, installation view. August 7 – September 4, 2020. Doug Dolman: *In Search of Symbol*, installation view. April 29 – June 12, 2020. BELOW: *Theatre From the Jungle*, installation view. Ibghy & Lemmens. September 17 – October 24, 2020.



CURATOR'S REPORT

Despite the immense challenges presented by the past year, McIntosh continues to pursue its goal of being a site of critical engagement for our constituent communities, including the university community, the contemporary art community at both local and national levels, the Indigenous community, and the city of London in general. We continue to demonstrate our commitment to a curatorial program that balances established artists with new generation, queer, and BIPOC artists and curators. In addition to maintaining a robust programming schedule in the physical gallery, we responded to the challenges arising from COVID-19, most significantly uncertainty surrounding our ability to open to the public, by increasing our digital content. This content included translating our gallery exhibitions into virtual tours shared on social media, commissioning digital curatorial projects, and hosting virtual panel discussions.

Following the period of lockdown that began in March 2020, the Gallery was given permission to open to the public by appointment only. We opened in June with Yas Nik Khoshgrudi's MFA thesis exhibition exploring the relationship between digital and physically lived experiences. This was followed by MFA student Matt W. Brown's exhibition *Ask Ellis*, a meditation on both the physical nature and the Deleuzian philosophical concept of the fold.

In September we opened *Theatre from the Jungle*, a collaborative video installation by artist-duo Richard Ibgby and Marilou Lemmens investigating the experience of immigrant labour in the Canadian meatpacking industry. Already relevant with its focus on immigration and exploitation, the exhibition felt even more timely in light of the effects of COVID-19 on vulnerable immigrant workers. The exhibition was animated with a panel discussion, moderated by

Helen Gregory, with artists Richard Ibgby and Marilou Lemmens and Dr. Tony Weis from the Department of Geography at Western speaking about the politics of industrial agriculture, and socio-economic labour issues in the context of immigration.

McIntosh Gallery ended 2020 with Canada's first historical survey of first-generation computer art, *Computational Art in Canada 1967-1974*, curated by Dr. Adam Lauder and Dr. Mark Hayward. Artists included Iain Baxter, Greg Curnoe, Kee Dewdney, Suzanne Duquet, Vera Frenkel, Leslie Mezei, and Roger Vilder. The project assembled animated films, computer poems, plotter drawings, and interactive teletype printouts capturing the diversity of Canadian creativity during this period of technical innovation. An accompanying catalogue published by McIntosh Gallery included original scholarly essays by the guest curators based, in part, on Western's archival materials, as well as an additional commissioned essay by Dr. Ashley Scarlett of the Alberta University of the Arts. Lauder and Hayward presented a virtual curators' talk, held in collaboration with Art Now! in the Department of Visual Arts.

Although Ontario was in a second period of lockdown that began in late December, in January the Gallery mounted *Selected Acquisitions 2015-2020*, to acknowledge the invaluable contributions of our generous donors. Unfortunately, the Gallery remained closed for the duration of the exhibition. Lockdown was briefly lifted in March, and we were once again able to open to the public by appointment only. The year finished with *Written on the Earth*, a collaboration between McIntosh Gallery, the Northern Tornadoes Project (a research group in Western's Faculty of Engineering) and artists responding to this area of environmental research through interdisciplinary engagements with pressing

contemporary issues such as global warming, human/non-human ecologies, and Indigenous views on land and stewardship. The Gallery hosted a virtual panel discussion, moderated by Helen Gregory, featuring all exhibiting artists (Hannah Claus, Patrick Mahon, Ellen Moffat, Joel Ong, Eeva Siivonen, and Matthew Trueman) as well as Northern Tornadoes Project lead, Dr. Greg Kopp. An exhibition catalogue is forthcoming, featuring essays by curator Helen Gregory and Paige Hirschey. (PhD candidate,

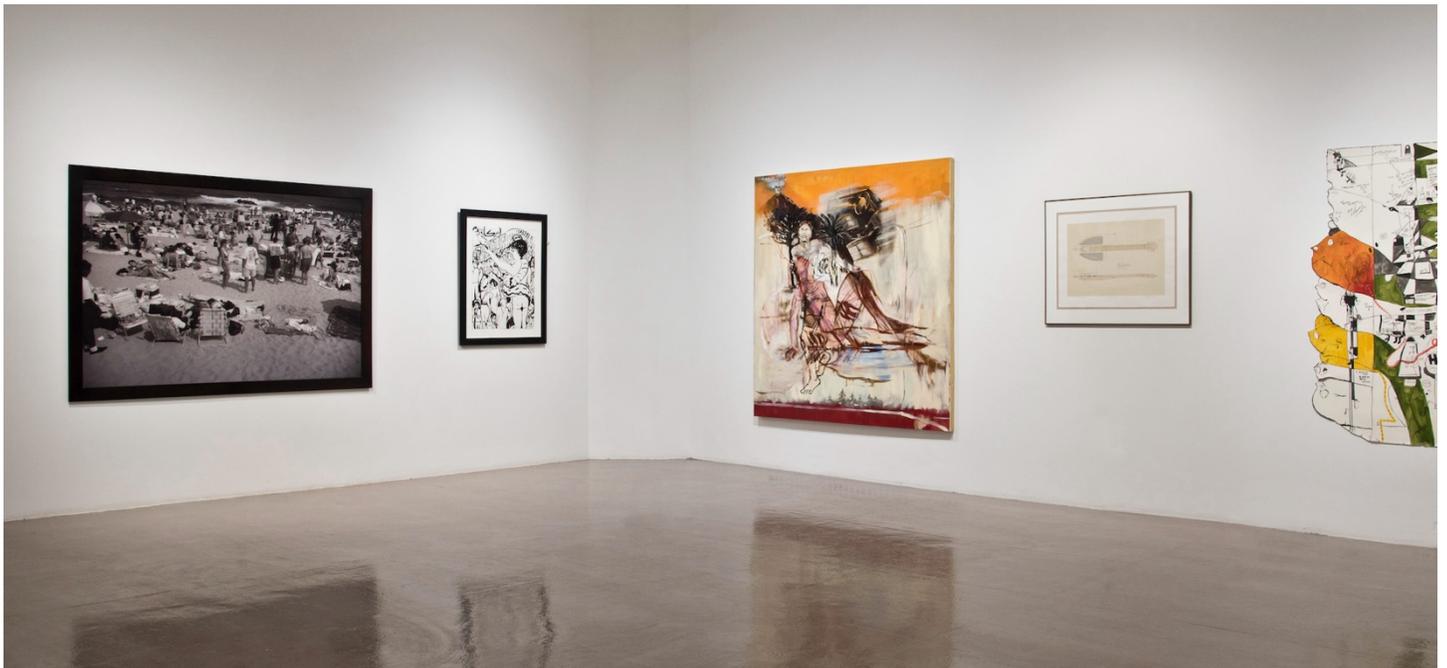
University of Toronto), Patrick Mahon in conversation with Greg Kopp, and a work of creative writing by Halifax-based Kanien'kehá:ka /Acadian/Irish artist Lindsay Dawn Dobbin. After four weeks, the province entered another period of lockdown and the exhibition was closed to in-person visits.

Our final Gallery exhibition to open in the 2020-2021 fiscal year was Doug Dolman's *In Search of Symbol*, chronicling 50 years of the London-based artist's career. Unfortunately, lockdown was not lifted during the run of the exhibition and the gallery remained closed to the public for its duration.



LEFT: Kelly Greene: *Accountability*, installation view. March 6 – 16, 2020.

BELOW: *Selected Acquisitions 2015-2020*, installation view. January 25 – February 20, 2021.



EXHIBITIONS:

Listening to Trees

Dates: March 6 – June 13, 2020

Curator(s): James Patten

Artist(s): Johannes Zits

The Prototype for the Soul

Dates: July 10 – 24, 2020

Curator(s): N/A

Artist(s): Yas Nik Khoshgrudi

Ask Ellis

Dates: August 7 – September 4, 2020

Curator(s): N/A

Artist(s): Matt W. Brown

Theatre from the Jungle

Dates: September 17 – October 24, 2020

Curator(s): N/A

Artist(s): Richard Ibghy and Marilou Lemmens (Ibghy & Lemmens)

Computational Arts in Canada 1967-1974

Dates: November 5 – December 12, 2020

Curator(s): Mark Hayward and Adam Lauder

Artist(s): Ian Baxter&, Greg Curnoe, Alexander Keewatin “Kee” Dewdney, Suzanne Duquet, Vera Frenkel, Leslie Mezei, N.E. Thing Co., Roger Vilder

Selected Acquisitions 2015-2020

Dates: January 5 – February 20, 2021

Curator(s): N/A

Artist(s): Jocelyn Alloucherie, Margot Ariss, Shuvina Ashoona, Ron Benner, Michael Bidner, David Brown Milne, Jack Hamilton Bush, Sheila Butler, A.J. Casson, Marilyn Conklin, Greg Curnoe, Paterson Ewen, Murray Favro, Kerry Ferris, Sky Glabush, Kelly Greene, Angela Grauerholz, Fred Hagan, Jamelie Hassan, A.Y. Jackson, George Legrady, Esther Mahlangu, Marino Marini, Ron Martin, Jason McLean, Sasha McInnes, Olia Mischenko, Henry Moore, Norval Morrisseau, Shelley Niro, William Noah, Jenna Faye Powell, Jamie Q, Barbara Steinman, and Jeannie Thib.

Written on the Earth

Dates: March 4 – April 17, 2021

Curator(s): Helen Gregory, Project Coordinator: Patrick Mahon

Artist(s): Hannah Claus, Patrick Mahon, Ellen Moffat, Joel Ong, Eeva Siivonen, and Matthew Trueman

In Search of Symbol

Dates: April 29 – June 12, 2021

Curator(s): Brian Lambert

Artist(s): Doug Dolman

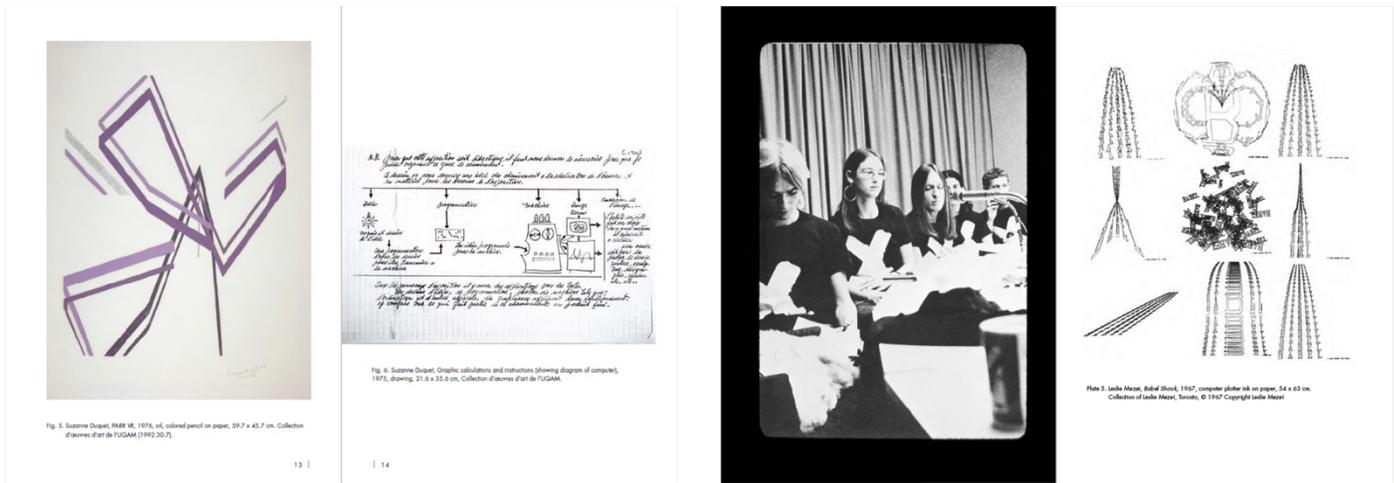
PUBLICATIONS:

Computational Arts in Canada 1967-1974

Essays by: Mark Hayward, Adam Lauder, Ashley Scarlett
Exhibition dates: November 5 – December 12, 2020
85 pages

Written on the Earth (forthcoming)

Essays by: Helen Gregory and Paige Hirschey; Patrick Mahon in conversation with Greg Kopp, and a work of creative writing by Halifax-based Kanien'kehá:ka/Acadian/Irish artist Lindsay Dawn Dobbin.
Exhibition Dates: March 4 – April 17, 2021



ABOVE: Excerpts from *Computational Arts in Canada 1967-1974* exhibition catalogue, published 2020. BELOW: Submissions from the community photography project *The Opening of a Leaf*, Spring 2020.



PUBLIC PROGRAMMING & COMMUNITY ENGAGEMENT REPORT

McIntosh Gallery is fortunate to serve and collaborate with communities both on and off Western University's campus. Working with these diverse groups helps inform our programming and provides expertise, knowledge and, most importantly, alternative perspectives and methodologies that challenge and elevate our community events, receptions, talks, lectures, and other public programs.

In an effort to keep our campus community and supporters safe this year, outreach endeavours were digitized and expanded beyond the Gallery's walls to engage our community from home. Public Programming events which were previously hosted in person, such as artist and curator talks or exhibition tours, were adjusted to be delivered virtually. In Fall 2020, in collaboration with the Department of Visual Art's Art Now! Lecture Series, McIntosh invited artist duo Ibgby & Lemmens and co-curators Adam Lauder and Mark Hayward to discuss their respective exhibitions on Zoom. These lectures and panel discussions were then recorded for asynchronous viewing, ensuring expanded access to all.

Regrettably, in Spring 2020, Johannes Zits' residency *Listening to Trees* was cut short due to the COVID-19 pandemic. Despite the suspension of the artist's on-site activation, community engagement continued with *The Opening of a Leaf*. This virtual community photography exercise invited the public to photograph unfurling tree buds in their local environments. Participants visited one tree at least twice a week over the course of a month to witness and document its growth. Images were shared and displayed on McIntosh Gallery's social media by using #TheOpeningOfALeaf. The artist carried on with independent research and performances

through Summer 2020 including *Checking in on an Old Copper Beech*, a performance in which he interacts with a much-loved tree on Western University's campus. Performance documentation was produced by the artist and Toronto-based videographer Vlad Lunin, which premiered online via Field Trip: Art Across Canada in Fall 2020.

Beginning in October 2020, McIntosh launched *six feet / between us*, a collaboration between local author/poet Kevin Heslop and photographer Derek Boswell which documented their collective experiences throughout the COVID-19 pandemic in the form of responsive image and text pairings. Gradually, over twelve weeks, this work was shared to the Gallery's Instagram and website and met with great community feedback.

Spring 2021 saw the launch of our group exhibition *Written on the Earth* which was accompanied by a panel discussion featuring all exhibiting artists and lead researcher Dr. Greg Kopp of the Northern Tornadoes Project. The intersectionality of this programme allowed for a number of other exciting outreach opportunities including a co-presented March Break camp workshop with Western Engineering's Outreach Department, and youth-gear experiment and exhibition tour during Science Rendezvous 2021.

We recognize the importance of transferring knowledge and skills within our academic environment. Despite the Gallery closures and remote learning circumstances, we were pleased to offer curatorial internships to graduate students in Western's Department of Visual Arts and reserve exhibition slots for graduate students' thesis exhibitions, providing opportunities for both mentoring and professional development. Similarly,

in collaboration with Student Financial Services at Western, we offered several work study opportunities for undergraduate students of all disciplines. 2020-2021 work study placements encompassed gallery attendant responsibilities, as well as research and administrative support. Due to health and safety protocols, McIntosh Gallery was unable to host volunteers on-campus throughout the year but looks forward to welcoming back student volunteers in 2021-2022.

By collaborating with student organizations at Western University, McIntosh continues to diversify its public outreach and engagement. Although many in-person student-led events were cancelled or postponed throughout 2020-2021, we were pleased that Curator Helen Gregory was invited to participate in the Arts & Humanities Student Council's virtual

Career Fair event. We look forward to continuing our collaboration with other student groups in the coming year, such as the Museum Studies Collective, the School for Advanced Studies in Arts and Humanities, and the University Student Council's Public Arts Commission.

The McIntosh Gallery Art and Travel Committee, a volunteer group, organizes excursions to museums, galleries, and cultural sites in Canadian and international cities throughout the year. They also organize a popular art appreciation lecture series, one of which was presented in September-October. Sadly, their tours to southwestern Ontario museums and galleries, the Shaw Festival, and the Detroit Institute of Art had to be cancelled while plans for a Sicily-Malta trip have been deferred to 2022.



ABOVE: Screenshots from virtual exhibition panel discussions on *Written on the Earth* and *Theatre From the Jungle*.

LEFT (L-R): Derek Boswell, *looking forward to yesterday & this too* from the *six feet | between us* virtual exhibition series. October 2020 – January 2021.

PUBLIC PROGRAMS:

Month, year, or time period:

May 1, 2020 – April 30, 2021

Name of event:

Student internships

Key artist/Contributor/Participant:

N/A

Other major contributors:

Departments of Visual Arts, Public History and Faculty of Information and Media Studies at Western University, Young Canada Works in Heritage Organizations

Details/comments:

McIntosh Gallery offers a range of internships throughout the year to impart curatorial knowledge and practices to new generation cultural workers in the form of summer employment through Young Canada Works, and for-credit internship opportunities.

Month, year, or time period:

May 12 – June 12, 2020

Name of event:

The Opening of a Leaf

Key artist/Contributor/Participant:

Inspired by Johannes Zits' *Listening to Trees*

Other major contributors:

N/A

Details/comments:

Inspired by Johannes Zits' research with *Listening to Trees*, McIntosh Gallery invited our supporters to participate in a community photography project by documenting unfurling tree buds in their environments. Participants visited one tree at least twice a week over the course of a month to witness and document its growth. Images were shared in an online display.

Month, year, or time period:

March 31 – July 31, 2020

Name of event:

A Driving Force Video Interview Launch

Key artist/Contributor/Participant:

Susan Day, Kelly Greene, Jill Price, Leslie Putnam, Angie Quick (all London, ON)

Other major contributors:

N/A

Details/comments:

McIntosh Gallery celebrated the release of five new video interviews with local women artists as part of the *A Driving Force* project in which each artist discussed their respective careers, inspirations and ties to London, Ontario's vibrant art community.

Month, year, or time period:

September 24, 2020

Name of event:

Theatre from the Jungle Panel Discussion

Key artist/Contributor/Participant:

Speakers included: Richard Ibgby, Marilou Lemmens (Durham-Sud, QC) and Dr. Tony Weis (London, ON)

Other major contributors:

Art Now! Speakers Series, Department of Visual Arts at Western University

Details/comments:

Moderated by McIntosh Gallery Curator, Dr. Helen Gregory, artists Richard Ibgby and Marilou Lemmens and Associate Professor of Geography, Tony Weis, discussed the exhibition presented at McIntosh Gallery as it relates to current themes of industrial agriculture and socio-economic, cross-border labour issues.

Month, year, or time period:

October 14, 2020

Name of event:

Explore *Theatre from the Jungle*

Key artist/Contributor/Participant:

Richard Ibgby and Marilou Lemmens (Durham-Sud, QC)

Other major contributors:

Field Trip: Art Across Canada

Details/comments:

In an effort to make this program more accessible to those outside of London or unable to visit McIntosh Gallery, artists Ibgby & Lemmens were commissioned to craft short excerpts of their video works which were launched on the new FieldTrip.art website, a national collaboration among museums and galleries across Canada. It included a recording of the panel discussion listed above.

Month, year, or time period:

October 26, 2020

Name of event:

Checking In on an Old Copper Beech

Key artist/Contributor/Participant:

Johannes Zits (Toronto, ON), Videographer: Vlad Lunin (Toronto, ON)

Other major contributors:

N/A

Details/comments:

Regrettably, after two weeks, Zits' project *Listening to Trees* was cut short due to the pandemic. The artist carried on with research and performances including *Checking in on an Old Copper Beech*, a durational performance in which he interacts with a much-loved tree on Western University's campus.

Month, year, or time period:

October 2020 – January 2021

Name of event:

six feet / between us

Key artist/Contributor/Participant:

Derek Boswell and Kevin Heslop (London, ON)

Other major contributors:

N/A

Details/comments:

McIntosh Gallery commissioned photographer Derek Boswell and writer Kevin Heslop to collaborate on a series of texts and images based on their experience living in London, Ontario, during the COVID-19 pandemic. Ten of Boswell's photographs along with responsive texts by Heslop were shared weekly beginning on October 29, 2020.

Month, year, or time period:

November 12, 2020

Name of event:

Computational Arts in Canada 1967-1974 Curator Talk

Key artist/Contributor/Participant:

Speakers: Mark Hayward and Adam Lauder (Toronto, ON)

Other major contributors:

Art Now! Speakers Series, Department of Visual Arts at Western University

Details/comments:

Adam Lauder and Mark Hayward discussed their collaborative project *Computational Arts in Canada 1967-1974* via a Zoom webinar presentation. The guest curators discussed their curatorial research and the historical/conceptual value of a selection of works included in the exhibition.

Month, year, or time period:

February 9 – 10, 2021

Name of event:

Arts & Humanities Student Council (AHSC) Career Panel

Key artist/Contributor/Participant:

Participating speaker: Helen Gregory (McIntosh Gallery, London, ON), among other local arts administrators and museum professionals

Other major contributors:

AHSC at Western University

Details/comments:

The Arts & Humanities Student Council (AHSC) hosted a digital career fair for current students pursuing careers in the museum studies sector. Panelists included McIntosh Gallery Curator Helen Gregory among other local museum professionals.

Month, year, or time period:

April 7, 2021

Name of event:

Written on the Earth Panel Discussion

Key artist/Contributor/Participant:

Speakers: Hannah Claus (Montreal, QC), Dr. Greg Kopp (London, ON), Patrick Mahon (London, ON), Ellen Moffat (London, ON), Joel Ong (Toronto, ON), Eeva Siivonen (London, ON), and Matthew Trueman (London, ON)

Other major contributors:

Northern Tornadoes Project, Faculty of Engineering at Western University

Details/comments:

Moderated by McIntosh Gallery Curator, Dr. Helen Gregory, artists Hannah Claus, Patrick Mahon, Ellen Moffat, Joel Ong, Eeva Siivonen, Matthew Trueman and Northern Tornadoes Project lead Dr. Greg Kopp (London, ON) discussed the exhibition presented at McIntosh Gallery as it relates to their respective academic and creative research around the environment, global warming, and human/non-human ecologies.

Month, year, or time period:

April 17, 2021

Name of event:

Spring Break Engineering Camp: Exploring Tornadoes

Key artist/Contributor/Participant:

N/A

Other major contributors:

Engineering Outreach Department at Western University

Details/comments:

McIntosh Gallery and Western Engineering Outreach showcased the wonder and power of tornadoes through a virtual tour of *Written on the Earth* followed by a live, hands-on engineering activity led by Western Engineering Outreach instructors. Students were asked to register ahead of time in order to be able to gather the few materials they needed to complete the activity.

Month, year, or time period:

April 30, 2021

Name of event:

Explore *Written on the Earth*

Key artist/Contributor/Participant:

Hannah Claus (Montreal, QC), Patrick Mahon (London, ON), Ellen Moffat (London, ON), Joel Ong (Toronto, ON), Eeva Siivonen (London, ON), and Matthew Trueman (London, ON)

Other major contributors:

Field Trip: Art Across Canada

Details/comments:

In an effort to make this program more accessible to those outside of London or unable to visit in person, McIntosh Gallery produced a virtual exhibition walkthrough which was launched with FieldTrip.art. It included a recording of the exhibition panel discussion listed above.

DRIVING FORCE REPORT

In April 2018, McIntosh Gallery launched *A Driving Force*, a website showcasing the contributions of women to the London, Ontario, visual arts community from 1867 to the present. This online resource provides information on historical and contemporary women artists and art supporters through materials including biographies, curricula vitae, exhibition histories, video interviews, and images. Between May 1, 2020, and April 30, 2021, *A Driving Force* was visited more than 4700 times by over 7300 visitors.

From May 2020 onwards, 22 new profiles were added to *A Driving Force*, creating a total of 87 profiles by the end of April 2021. In addition, four new or updated biographies were added to existing profile pages. New entries included:

Eveline Marie Alexander, artist (updated profile)
Janice Andreae, artist
Daisy Bailey, artist
Flora Douglas ("Dougie") Betts, artist
Ko Bhamra, artist
Charlotte Brainerd, artist
Marilyn Conklin, artist
Rae Davis, artist
Mary Ella Dignam, artist
Lynn Donoghue, artist
Dorothy Emery, art supporter
Caroline Farncomb, artist
Cassandra Getty, art supporter

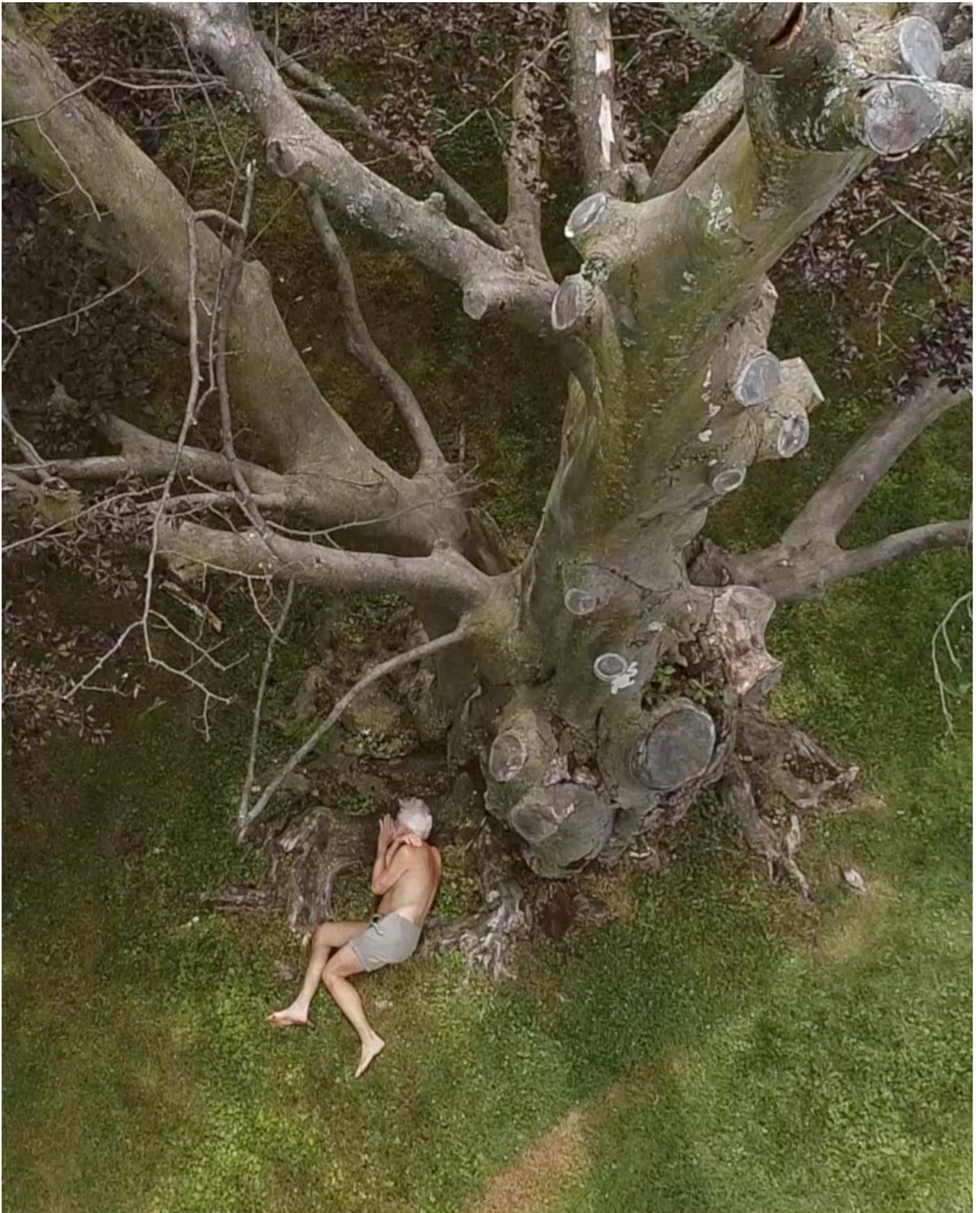
Kelly Greene, artist
Barbara Jackson, artist
Barbara Landstreet, artist
Doreen Lindsay, artist (updated profile)
Sigrid Lochner, artist
Brenda MacEachern, art supporter
Paddy Gunn O'Brien, artist (updated profile)
Bonnie Parkinson, artist
Mildred Peel, artist
Tracy Root, artist
Gillian Seward, artist (updated profile)
Clémence van den Broeck, artist
Morag Webster, artist

These new profiles joined those of figures including artists Margot Ariss, Florence Carlyle, Jamelie Hassan, and Shelley Niro, as well as art supporters Irene Dewdney, Doreen Curry, and Nancy Geddes Poole.

A Driving Force includes video interviews conducted with women visual artists and art supporters from the London, Ontario community. Prior to May 2020, 19 interviews were available on YouTube and through the *A Driving Force* website: Susan Day; Agneta Dolman; Susan Edelstein; Nancy Geddes Poole; Madeline Lennon; Johnnene Maddison; Anna Madelska; Catherine Morrissey; Kim Neudorf; Shelley Niro; Jill Price; Leslie Putnam; Angie Quick; Judith Rodger; Thelma Rosner; Jan Shepherd McKee; Sophie Skaith; Rosemary Slood; and Kelly Wood. In May 2020, one new interview was made available to the public:

Kelly Greene

Interviewer: Samantha Merritt, Research Assistant, PhD. Candidate, Visual Arts, Western University
Videographer: Eric Simard



ABOVE: Johannes Zits, *Checking in on an Old Copper Beech* (still), 2020. Videography by Vlad Lunin.

COMMUNICATIONS REPORT

The 2020-2021 year was an exceptional one for Communications at McIntosh Gallery. Due to COVID-19 health and safety protocols, our building was closed to the public but our website and social media channels acted as extensions to the gallery space, playing host to the comprehensive still and video documentation of physical programmes as well as exciting new, digital ones.

Resource-sharing, collaboration and community-building became key pillars of our Communications strategy. Through the 2020-2021 year, we forged a meaningful relationship with Western University's central Communications team which significantly expanded our local and national reach to nearly 80,000 new accounts. Beginning with *Computational Arts in Canada 1967-1974*, dedicated virtual features were shared to Western's Instagram account with each new exhibition. From this collaboration, the Gallery saw a noticeable increase in online engagement, garnering over 140,895 impressions across four exhibition features.

In Fall of 2020, McIntosh Gallery partnered with Field Trip: Art Across Canada (fieldtrip.art), a nationwide online platform delivering a wide range of virtual arts experiences for different age groups. Its community engagement and support of artists was particularly important during the challenges presented by the pandemic. From children's programs to artist talks and workshops, activities were, and continue to be, designed to advance the work of Canada's leading arts organizations through digital platforms. Throughout the past year, McIntosh Gallery launched several virtual "Field Trips," giving arts advocates, academics, and students from across Canada access to our programming such as Johannes Zits' *Checking In on an Old Copper Beech*, Ibgby & Lemmens' *Theatre from the Jungle*, and our group

exhibition presented in partnership with the Northern Tornadoes Project, *Written on the Earth*.

Certainly, the pandemic forced us and many other organizations to make major changes in how we host and present exhibitions. Although the development of virtual programming has allowed us to expand our reach tenfold, our digital initiatives have remained attentive to and reflective of our local community. In Spring of 2020, we shared five new additions to the *Driving Force* video interview portfolio, featuring local artists Leslie Putnam, Susan Day, Angie Quick, Jill Price and Kelly Greene. Each of these video interviews were released for viewing on McIntosh's social media and Western University's YouTube channel.

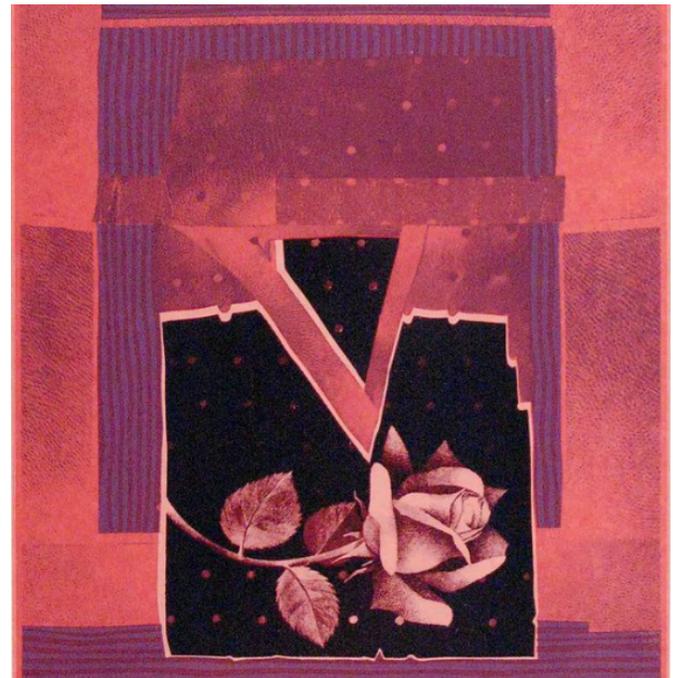
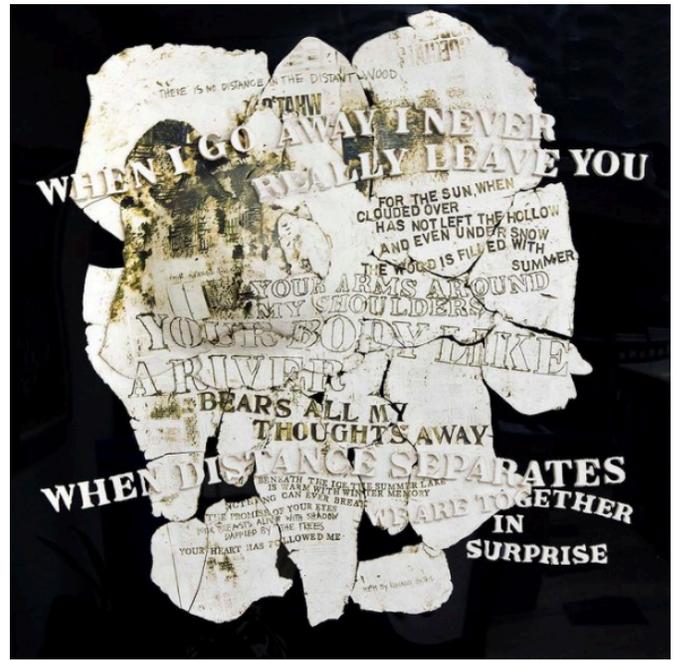
Beginning in October 2020, we launched *six feet / between us*, a virtual exhibition presented by local author/poet Kevin Heslop and photographer Derek Boswell. McIntosh commissioned the creatives to collaborate on a series of texts and images based on their experiences living in London, Ontario, during the COVID-19 pandemic. Over twelve weeks, pairings of Boswell's photographs and Heslop's texts were shared on McIntosh Gallery's Instagram and website.

Despite our red doors remaining closed to the public for several months throughout 2020-2021, access to our growing collection continued virtually. In Summer 2020, McIntosh Gallery participated in the international #MuseumFromHome campaign, which saw our staff spotlight selections from the permanent collection while considering themes of domesticity, isolation, and independence. Images and accompanying information about these works were shared on social media, bolstering our followers' awareness of and appreciation for the McIntosh Gallery Collection. This attention continued

in January of 2021 as we opened the permanent collection exhibition *Selected Acquisitions 2015-2020* virtually. Many exhibited works were featured online with extended label information, giving our followers the feeling of visiting a physical gallery space. This virtual launch also provided a meaningful way to acknowledge the exceptional donors who make it possible for us to collect, maintain, preserve, and develop a permanent collection.

Finally, in March of 2020, McIntosh Gallery began producing comprehensive video documentation for each of our exhibitions. Beginning with *Written on the Earth*, these short though detailed video walkthroughs have provided an added layer of access to our programmes, through which we can meet our supporters and followers where they are—at home. McIntosh Gallery is excited to continue producing video features for future exhibitions as a means to ensure greater accessibility moving forward.

Throughout the past year, McIntosh Gallery's exciting exhibition and public programming has been featured by several media outlets regionally and nationally including *Akimbo*, *Canadian Art*, *Western News*, *Tourism London*, *Centred.ca*, *AGO Insider*, and *The Globe and Mail*.



ABOVE: From the #MuseumFromHome campaign, Margot Ariss, *When Distance Separates* (detail), 1970 & Rudolf Bickers, *Hip Rose* (detail), 1975.

DONORS REPORT

The 2020-2021 Annual Campaign raised \$41,700 to support our exhibitions, programs, and publications. We are grateful to all our donors for their generous contributions.

Fundraising Campaign Donors:

| | |
|---|---|
| Ms. Joyce Abbott | Prof Sheila Macfie |
| Ms. Caroline Barandowski | Ms. Johnnene Maddison |
| Dr. Elaine Bjorklund Philbrick | Dr. Linda Miller and Dr. Chris Lee |
| Mrs. Perry Clouston and Dr. John Clouston | Mr. Bruce Murray |
| Mr. Robert Collins and Mrs. Mary Lake Collins | Ms. Judith M. Rodger |
| Mrs. Marilyn Conklin and Dr. David Conklin | Mrs. Thelma Rosner and Professor David Rosner |
| Mr. Duncan de Kergommeaux | Dr. Catherine Ross |
| Mr. Douglas Dolman and Mrs. Agneta Dolman | Ms. Dorothy Sample |
| Ms. Catherine Elliot Shaw | Ms. Judith Shaw |
| Ms. Joyce Garnett | Ms. Sarah Stewart |
| Dr. Nancy Geddes Poole | Strategic Charitable Giving Foundation |
| Michael Gibson Gallery | Ms. Wilda Thomas |
| Ms. Cornelia Greger | Mrs. Ulla Troughton |
| Mrs. Elizabeth Jones | Ms. Viola Weil |
| Dr. David Laidler and Mrs. Antje Laidler | Dr. Roderick Willis and Mrs. Faye Willis |
| Mrs. Helen Luckman | |

McINTOSH GALLERY TEAM:

McIntosh Gallery Committee of the Board of Directors:

| | |
|---|------------------------------------|
| Henri Boyi | Linda Miller |
| Sara Mai Chitty | James Patten (May – November 2020) |
| Catherine Elliot Shaw (May 2020 – January 2021) | Christine Sprengler |
| Joel Faflak | Sam Trosow |
| Paul Frehner | Harold Usher |
| John Hatch | Betty Anne Younker |

Art & Travel Committee Volunteers:

| | |
|-------------------|-------------------|
| Joy Abbott | Mary Lake Collins |
| Stefan Andrejicka | Helen Luckman |
| Lore Brown | Mary Redekop |
| Kathleen Brown | Sophie Skaith |
| Julie Doran | Wilda Thomas |
| Pat Elliott | Viola Weil |
| Susan Henderson | Nancy Wright |
| Gloria Hinton | |

Full-time Staff:

James Patten, Director (on leave November 2020-)
John Hatch, Acting Director, (November 2020-January 2021)
Catherine Elliot Shaw, Acting Director (February 2021-)
Helen Gregory, Curator
Brian Lambert, Collections Manager
Abby Vincent, Communications Coordinator

Part-time Staff:

Luvneet Rana, Registrar, Driving Force Project Manager
Matthew Trueman, Preparator

Work Study Students:

Tasneem Almohamad, Gallery Attendant
Rawan el Moghrabi, Gallery Attendant
Vivian Wang, Gallery Attendant

MISSION & VISION

Mission:

McIntosh Gallery is a centre for the presentation and dissemination of advanced practices and research in the fields of art history and contemporary visual art. McIntosh serves the students, faculty and staff of Western University and the broader community of the City of London as a teaching and research resource. Ongoing programs and services actively promote innovative projects in the production, exhibition, interpretation, and collection of visual culture.

Vision:

To be nationally recognized as a leader among university-based public art galleries for creative interpretation and scholarly research in art and visual culture. McIntosh Gallery acknowledges the support of the Canada Council for the Arts, the Ontario Arts Council, the London Arts Council, Western University, Foundation Western, and our donors.

Land Acknowledgement:

We acknowledge that Western University is located on the traditional lands of the Anishinaabek, Haudenosaunee, Lūnaapéewak and Attawandaron peoples, on lands connected with the London Township and Sombra Treaties of 1796 and the Dish with One Spoon Covenant Wampum. This land continues to be home to diverse Indigenous peoples (First Nations, Métis and Inuit) whom we recognize as contemporary stewards of the land and vital contributors of our society.

OUR SUPPORTERS AND PARTNERS



COVER: Kelly Greene, *They Were Planted and They Came* (detail) 2015. Acrylic on recycled plywood. McIntosh Gallery Collection, Western University. Purchase, W.H. Abbott Fund, 2020.

INNER COVER: Kelly Greene, *Accountability*, installation view. March 6 – 16, 2020.

FOLLOWING PAGE: *Computational Arts in Canada 1967-1974*, installation view. November 5 – December 12, 2020.





McIntosh Gallery

Western University
1151 Richmond Street
London, ON N6A 3K7
mcintoshgallery.ca

ITEM 5.6(g) – McIntosh Gallery Year End Financial Statement

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

At its meeting on September 1, 2020, the McIntosh Gallery Committee approved the 2020-21 Year End Financial Statement as shown in the attachment. The Year End Financial statement is provided to the Board for information in accordance with the McIntosh Gallery Terms of Reference.

ATTACHMENT(S):

[2020-21 Year End Financial Statement](#)

Western University
For the Year Ended April 30, 2021
(with comparative amounts for 2020)

McIntosh Gallery

| | <u>2021</u> | <u>2020</u> |
|--------------------------|----------------|----------------|
| 400005 Operating Fund | 220,361 | 95,535 |
| 400298 Art Share Program | 69,950 | 50,277 |
| | <u>290,311</u> | <u>145,812</u> |

I have confirmed that the figures contained in the statement of operations for McIntosh Gallery agree with the figures recorded in the accounting system at Western University for the year ended April 30, 2021. Please note that this information has not been subject to auditor review procedures. These numbers are the result of compilation by Western management.



Kim Lincoln Groves, CPA, CGA
Financial Officer, Endowment and Restricted Funds
Financial Services

ITEM 5.7(a) - Academic Administrative Appointments

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

Faculty Relations advised of the following academic administrative appointments as of September 2021.

ATTACHMENT:

[Academic Administrative Appointments](#)

Information for Senate - September 2021

| Start Date | End Date | Name | Department | Admin Appointment |
|-------------------|-----------------|-----------------------------|--------------------------------|--|
| 5/1/2021 | 6/30/2024 | Raz, Gal | Ivey - Associate Dean | Associate Dean (Research) |
| 6/1/2021 | 5/31/2022 | Garcia, Bertha | Schulich - Office of the Dean | Vice Dean |
| 7/1/2021 | 6/30/2024 | Yeung, Ken | Science - Office of the Dean | Assistant Dean |
| 7/1/2021 | 6/30/2026 | Burkell, Jacquelyn | Research Development and Serv | Assoc. V.P. (Research) |
| 7/1/2021 | 6/30/2026 | Shoemaker, Kevin | Research Development and Serv | Assoc. V.P. (Research) |
| 7/1/2021 | 6/30/2026 | Neff, Bryan | Research Development and Serv | Assoc. V.P. (Research) |
| 7/1/2021 | 6/30/2026 | Robinson, Jennifer | Office of the Chief Librarian | Associate Chief Librarian |
| 7/1/2021 | 6/30/2024 | Glushko, Robert | Office of the Chief Librarian | Associate Chief Librarian |
| 7/1/2021 | 8/31/2023 | Jacobs, Lawrence | Schulich - Windsor Campus | Associate Dean |
| 7/1/2021 | 6/30/2026 | Namukasa, Immaculate | Education - Office of the Dean | Associate Dean (Grad, PostDoc) |
| 7/1/2021 | 6/30/2026 | Mooney, Kevin | Music - Office of the Dean | Associate Dean (Grad, PostDoc) |
| 7/1/2021 | 6/30/2026 | Johnson, Andrew | Health Science - Dean's Office | Associate Dean (Ugrd Program) Acting Associate Dean (Administration) |
| 7/1/2021 | 6/30/2022 | Keyghobadi, Nusha | Science - Office of the Dean | Dean (Administration) |
| 7/1/2021 | 6/30/2026 | Garland, Jayne | Health Science - Dean's Office | Dean |
| 7/1/2021 | 6/30/2022 | Rowlinson, Matthew | English & Writing Studies | Acting Department Chair |
| 7/1/2021 | 6/30/2022 | Garcia-Allen, Ana | Languages and Cultures | Acting Department Chair |
| 7/1/2021 | 6/30/2022 | Tutunea-Fatan, Ovidiu-Remus | Mechanical & Materials | Acting Department Chair |
| 7/1/2021 | 6/30/2022 | Roland, Sophie Louise | Music - Performance Studies | Department Chair |
| 7/1/2021 | 6/30/2024 | Daniel, Omar | Music - Research & Composition | Department Chair |
| 7/1/2021 | 6/30/2026 | Robin, Alena | Visual Arts | Department Chair |
| 8/1/2021 | 6/30/2026 | Kim, Michael | Music - Office of the Dean | Dean |
| 8/1/2021 | 7/31/2026 | Venance, Shannon | Schulich - Office of the Dean | Vice Dean |
| 8/23/2021 | 6/30/2027 | Connelly, Denise | Vice-Provost Acad Plan, Policy | Associate Vice Provost |
| 8/28/2021 | 1/3/2022 | Rykse, Harriet | Office of the Chief Librarian | Associate Chief Librarian |
| 9/1/2021 | 8/31/2024 | Laird, Dale | Schulich - Office of the Dean | Assistant Dean |
| 9/1/2021 | 8/31/2026 | Forrester-Jones, Rachel | School of Health Studies | School Director |

ITEM 6.0 - Items Removed from the Consent Agenda

ACTION REQUIRED: FOR APPROVAL FOR INFORMATION

EXECUTIVE SUMMARY:

This is a placeholder for any items removed from consent.