



*Focused on academic excellence, Brescia University College creates an actively engaged student experience, educating women to think critically and to participate actively in society. A Catholic university college in the Ursuline tradition, we prepare our graduates to lead with wisdom, justice and compassion in a changing world.*

**BRESCIA UNIVERSITY COLLEGE  
BRESCIA COUNCIL**

**March 27, 2020  
1:00pm  
Via Zoom**

**MINUTES**

- Present:** L. Ahmadi, P. Barker, A. Barnfield, D. Battram, E. Bell, H. Campbell, A. Chater, A. Cox, T. D'Souza, N. de Moras, L. Descartes, B. Diemert, E. Douglas, C. George, D. Grace, D. Green, S. Greig, B. Hartman, S. Hekmat, D. Hudecki, M. Hunter, H. Hurst, L. Jakubowski, L. Janes, M. Jean, R. Johnson, J. Keltz, H. Kirk, S. Kleinknecht, M. J. LeBer, M. Lee, J. Madill, T. Mahoney, H. Majid, J. Matthews, J. Mitchell, M. Molnar, S. Morrison, S. Mumm, C. O'Connor, D. O'Shea, L. Ochoa, E. Petch, K. Pittao, J. Seabrook, M. Simm, L. Sunseri, J. Sutton, K. Szauter, E. Whelan, C. Whippey
- Regrets:** P. Chimbos, H. Cummins, W. Da, P. Dworatzek, L. Frederking, A. Garcia, S. Hajpel, C. Leguard, C. McDonald, L. Piche, R. Popovic, J. Sheppard, C. Tenk
- Guests:** J. Lalich
- Recorder:** L. Davison, M. Lace

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- 1. Call to Order**  
The meeting was called to order by J. Mitchell, Chair of Brescia Council.
  - 2. Confirmation of Quorum** (50% plus one of the Voting members = 28)  
Quorum was confirmed.
  - 3. Acknowledgement of the Traditional First Nations' Lands**  
J. Mitchell Acknowledged the Traditional First Nations' Lands.
  - 4. Opening Reflection**  
C. George provided the opening reflection.

5. **Approval of Agenda**

There was a request to move the Principal's Report and the Summary Statement of Operations to discussion.

**Approved on consensus with the requested changes.**

6. **Approval of Draft Minutes, January 24, 2020**

There were no concerns.

**Approved on consensus.**

7. **Business Arising**

There was no business arising.

8. **New and Other Business**

There was no new business.

9. **For Approval**

a) Major in Political Science Module

There were no concerns.

**Proposal #1: That Brescia Council accept and approve the revisions to the admission and program requirements for the Major in Political Science Module as recommended by the Educational Policy Committee as presented.**

**Approved on consensus.**

b) Minor in Political Science Module

There were no concerns.

**Proposal #2: That Brescia Council accept and approve the revisions to the admission requirements for the Minor in Political Science Module as recommended by the Educational Policy Committee as presented.**

**Approved on consensus.**

c) Major in Power in History and Political Module

There were no concerns.

**Proposal #3: That Brescia Council accept and approve the revisions to the admission and program requirements for the Major in Power in History and Political Module as recommended by the Educational Policy Committee as presented.**

**Approved on consensus.**

d) Minor Module in Public Administration

It was noted that historically there has been little to no enrollment in this module. In addition, the withdrawal of this module supports the recommendations from a recent IQAP undergraduate program review and demonstrates our consideration of those recommendations.

Concerns were expressed over student interest in this module and that removing it may send students to main campus. Given that the proposal is mainly strategic and there appears to be opposition in the withdrawal, it was agreed that the proposal should be withdrawn for further discussion by the School of Humanities, and, EPC.

e) Major in French Studies Module

There were no concerns.

**Proposal #5: That Brescia Council accept and approve revisions to the course requirements for the Major in French Studies Module as recommended by the Educational Policy Committee as presented.**

**Approved on consensus.**

f) Major in French for Teaching Module

There were no concerns.

**Proposal #6: That Brescia Council accept and approve revisions to the course requirements for the Major in French for Teaching Module as recommended by the Educational Policy Committee as presented.**

**Approved on consensus.**

g) Brescia Council Standing Committees

There were no concerns.

**Proposal #7: That Brescia Council accept and approve the proposed nominations for the Brescia Council Learning & Teaching Committee, and the Research & Scholarship Committee as presented.**

**Approved on consensus.**

10. **For Discussion**

a) Brescia Council Mid-year Report to the Board of Trustees

J. Mitchell reported that in a meeting with the Board Chair, K. McKay, she requested that they exchange mid-year reports. J. Mitchell asked if there were any questions. It was noted that the report was prepared before Visioning Day thus not all concerns expressed there were included. After discussion, the Chair revised the second paragraph as follows:

- i. The first sentence was removed.
- ii. The second sentence was revised to say, “The BCEC has discussed engagement...supportive manner.”
- iii. The last sentence was revised to say, “It is the view of the BCEC that engagement of Councillors...requires ongoing attention.”

b) Budget Advisory Committee Report

J. Mitchell requested K. Szauter to comment on the report. K. Szauter provided an overview noting that preliminary work has been started on the budget; however, with the current COVID-19 situation there are constant changes. The residence students that vacated early will receive a one-month refund that includes a refund on their meal plan. That will equal a total of approximately \$500,000 dollars. Returning students may request a credit on their meal plan vs a refund. Conference services has had to cancel events through to July that impacts revenue for F2021. Summer and intercession courses will be online and enrollment is yet to be determined. The Board Chair has requested that we focus on a six-month cash flow that takes us to the end of July or August. The budget process is on hold at this time. K. Pittao noted that the report is now outdated. S. Mumm commented that we don't know what the projections will look like, but they will not look like the report that has been provided in the past.

It was asked if the Budget Advisory Committee approved this report as it does not include the summary of School requests which expressed a top concern of hiring full-time faculty positions. It was asked where staff and faculty positions fall in terms of process for budget and discussion.

S. Mumm noted that faculty positions were not specifically included in the report since we have had these positions in each year of the budget. She added that the process for faculty hiring involves the Collective Agreement, Principal and Board approval. Staff hiring is reviewed and approved by Cabinet. K. Pittao noted that discussion from this meeting will follow to the Board Finance Committee and added that in the past this report has not included faculty or staff positions due to the required timing of the report.

It was questioned why labour relations was noted as a threat in the SWOT analysis. S. Mumm noted this was prepared from a template with pre-populated questions and the intent of labour relations as a threat was due to possible retracted drawn out labour relations. It was agreed to remove this from the report.

c) Brescia Council Constitution Proposed Revisions

J. Mitchell reported that the proposed changes were not substantive other than #13 on page 5 regarding quorum. The suggestion was to revise quorum so that proposals still require quorum, but the meeting can proceed.

J. Mitchell reported that the approval of policies and procedures is something that will be looked at separately and in more detail. The Executive Committee will form a working group

that will be constituted to examine language around policy approval to make sure it is consistent within the *Constitution* and with other policy documents. This will come forward in the fall.

There was discussion on the question of who could be Chair and Vice–Chair of Brescia Council. J. Mitchell noted that there were a variety of different suggestions as to who should Chair Brescia Council and there should be a full discussion about it. The original language will remain and this will come back to Brescia Council for a larger discussion.

d) Principal’s Report

S. Mumm reported that Universities’ Canada is holding regular meetings due to COVID–19 and there are major concerns about recruitment of international students and recruitment in general. Brescia has been impacted significantly due to travel restrictions. International recruitment is down which signals a risk. The delays in receiving domestic student grades will result in offers being delayed and the grades may be lower than normal. The volatility of the stock market and loss of jobs may impact whether or not students are able to study this fall. We do not know how many students we will have face–to–face in September and we may have to teach online. There are many financial impacts; therefore, the F2020–21 budget has been put on hold for the time being. Refunds to students for residence and meal plan will be approximately \$500,000, and there will be a loss of approximately \$500,000 from conference services due to cancelled events. We are in a situation where we have to think carefully about all decisions.

It was asked if there was any indication that the government will be providing funding to universities in Ontario. S. Mumm noted that COU is lobbying the provincial government around financial compensation. We are hopeful there will be a package, but it is a challenge for the Affiliates since the rebate is funnelled through Western. J. Mitchell noted that Western has allowed the Affiliates to teach some online courses in intercession and the summer, but there has not been discussion about fall or winter courses yet. We are hopeful that they will allow us to continue.

Concern was expressed about students with a lack of resources, no internet and a living situation not conducive to learning, and it was noted that there have not been any concerns expressed yet from students. M. Simm noted she will bring this issue up with Western and the Affiliates, and she is aware that some students are using their cell phones. If there are challenges where additional financial support may be required, this will be reviewed.

There was further concern expressed about teaching on line for experiential learning courses.

It was noted the Registrar’s Office has been working on a robust outreach strategy and has prepared materials for the OWL site. They are looking for volunteers to support online initiatives, perhaps building mini lecture series. Anyone interested should contact Amanda Cox.

e) Summary Statement of Operations

It was asked if there is any understanding of our current cash flow and K. Szauter noted that the current cash flow is positive. She has spoken with our representative at Scotiabank and they are very supportive of our current situation and with what we might need in the future. There were questions on faculty and staff positions and whether any staff positions have been replaced this year. K. Szauter noted that recent departures have not been replaced and that with the current situation we are not moving forward on any positions.

11. **Questions**

J. Mitchell reported that three questions had been submitted in advance of the meeting though they were addressed through earlier discussions in the meeting:

- i. The list of high-level themes in the BAC-BC report does not include faculty renewal/increase. Was there no consideration of Brescia faculty complement as an essential budgetary concern?
- ii. Labour Relations was listed as a threat in the SWOT analysis. Can someone address what the implications are of the institution in viewing its own employees as a threat?
- iii. Regarding recruitment strategies, there is some consideration of the recruitment implications of COVID-19. How is the current pandemic crises likely to impact enrollment and how it might provide impetus for broadening and diversifying recruitment strategies? M. Simm reported that everything started changing with the cancellation of the March Break Open House and we are trying to do everything through technology. Many efforts are being made to reach out to students. A. Cox reported that the underlying efforts of the recruitment team are to be as personal as they can be and have created some events for that purpose. It was noted that the team is open to exploring any ideas that may be suggested.
- iv. It was asked if Brescia BOLD work study program will continue for summer students. K. Szauter noted that many of the positions are on campus so we cannot proceed at this time. It has been discussed that it may be delayed to a later date and possibly cancelled. It was asked that it continue as students could work remotely.

12. **Announcements**

J. Mitchell asked if there were any announcements and M. Simm reminded all that we still have 58 students on campus in our residence for various reasons and that Food Services and Reception staff are still serving these students. She added that King's is in a similar situation and Western has over 600 students on campus.

H. Campbell noted members of the Dean's team continue to prepare support materials for all and that we encourage students to reach out to staff and faculty so we are able to better customize supports. C. George encouraged all to think about ideas for community support in this time of need.

**Adjourned at 3:10pm**