



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**

**November 11, 2016
1:00pm
Room 136, St. James Building**

MINUTES

Present: C. Aguilar, L. Ahmadi, P. Barker, A. Barnfield, D. Battram, C. Bell, M. Botten, P. Chimbos, J. Coghlin, H. Cummins, N. De Moras, L. Descartes, B. Diemert, J. Doelman, M.F. Dorschell, P. Dworatzek, C. George, D. Grace, H. Hallett, S. Hajpel, S. Hekmat, D. Hudecki, L. Jakubowski, L. Janes, S. Kleinknecht, N. Keen, M. J. Le Ber, M. Lee, J. Madill, T. Mahoney, J. Matthews, C. McCarron, J. Mitchell, S. Mumm, C. O'Connor, K. Pittao, D. Rogers, J. Seabrook, C. Sharen, L. Sunseri, C. Temple, C. Tenk, J. Twynstra, D. Vezina, C. Vitkauskas, A. Walby, G. Warecki, E. R. West, E. Whelan, C. Whippey

Regrets: N. Allossery–Walsh, H. Campbell, W.W. Da, B. Biasone, G. Craigie, T. D'Souza, K. Farren, T. Francolini, B. Hartman, M. Jean, R. Johnson, M. Lace, C. Lord, P. O'Neil, R. Ogilvie, L. Piche, M. Simm, J. Sutton, Vezina, M. Yohannes

Recorder: L. Davison

1. Call to Order

2. Confirmation of Quorum (50% plus one of the Voting members = 31)
Quorum confirmed.

3. Acknowledgement of the Traditional First Nations' Lands

4. Opening Reflection

C. George provided the Reflection.

5. Approval of Agenda

M. J. Le Ber called for approval of the agenda. J. Coghlin requested Exhibits 7a, 7b, 7c, 28a, 28b and 28c, be moved from, "For Information" to, "For Discussion." The Exhibits were approved as requested and there were no additional requests.

6. Consent Agenda:

- i. Approval of Draft Minutes, October 14, 2016
There were no comments and the Minutes were accepted as presented.

7. Business Arising

There was no business arising.

8. For Approval:

- i. Nominations for Standing Committees of the Brescia Council
M. J. Le Ber reported that all nominations, other than *ex officio*, for the Standing Committees of the Council require approval of Brescia Council. Given that College Council was disbanded, all Standing Committees are new and require approval of their membership. The slate of nominations is complete with the exception of the staff position on the Budget Advisory Committee which will be determined at the Executive Committee meeting on December 2, 2016. Christina Lord was elected as the fifth Staff Councillor.

A call for nominations was made for the vacant positions on the Standing Council Committees and names were forwarded to L. Davison and reviewed by the Executive Committee.

The slate of nominations changed to reflect that J. Madill was interested in sitting on the Research Committee and the nomination was supported by the Chair, P. Dworatzek.

Proposal #1: That Brescia Council accept and approve the proposed nominations for Standing Committees of Brescia Council

M. J. Le Ber asked the voting members to show their support. The slate of names was approved by consensus.

9. For Discussion:

- i. Campus Master Plan
M. J. Le Ber invited K. Pittao to present the Campus Master Plan. A copy of the plan that was presented to the Board of Trustees was provided to Brescia Council. K. Pittao provided an overview of the process that led to the development of the plan, and spoke about the three scenarios that are being considered based on the needs that have been identified. At this time, scenario #1 is the option being recommended since it meets the needs that have been identified.

The floor was opened to questions and there were concerns regarding faculty offices, current lack of classroom space, size of classrooms, and appropriate space available for writing mid-term exams. M. J. Le Ber commented that the concern regarding appropriate space for mid-term exams had come forward to the Executive Committee and at the Educational Policy Committee, and it has been referred to the Learning and Teaching Committee to investigate further to develop some interim solutions.

It was stressed that this is in the beginning stages of planning and information is still being gathered. This is a conceptual document to generate feedback and on which to build further

plans. The plan has not been architecturally designed at this time and a plan for Ursuline Hall will be determined later. There was much discussion that ensued.

ii. Capital Expenditures

M. J. Le Ber invited A. Walby to present. It was reported that this request came through very late, but the available information will be presented and if additional discussion is required, it can be brought back to a subsequent meeting. The rule of thumb for universities is to spend on an annual basis, 2% of the value of all capital assets, on maintenance expenditures. For Brescia, with \$63M in assets, that would be \$1.3M/year. Since 2009, Brescia has spent \$600K/year on average. Generally, the process has been to identify the urgent projects and determine what can be managed. The capital budget is set by the Board to ensure that maintenance, safety and priorities are addressed. There were many questions and much discussion that ensued regarding the decision-making processes and the representation on the various decision-making committees.

iii. Internationalization: Exhibits #7a, #7b and #7c, were moved to “For Discussion.”

J. Mitchell addressed Exhibits #7a and #7b, providing an overview of the various definitions of Internationalization and what the definition is for Brescia. There was input from faculty and staff, and the question asked was, “What do we mean by Internationalization at Brescia.” It was recommended that all feedback can be directed to M. Simm or J. Mitchell.

C. McDonald spoke to Exhibit #7c regarding the Orientation Week Summary, explaining that ‘O’ Week is determined by main campus and there is currently an initiative underway to review how ‘O’ Week is delivered. Considering that it is a major life event for students, and is a transition that takes place over the course of the first year, the impact needs to be seriously considered.

iv. Student at Risk: Exhibits #28a, #28b, and #28c. J. Coghlin noted that the report is part of a larger report, there is a timeline and we are moving forward on this. C. McDonald reported that we are in year one of five years and have made progress. There were many questions and much discussion that ensued.

10. For Information

M. J. Le Ber thanked everyone that had provided a report and remarked that they are very useful and informative.

11. New and Other Business

There was no new or other business.

Adjourned at 3:00pm