

# Services and Administrative Committee Meeting

## Meeting Minutes

September 28, 2021

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**Present:** Andy Hakin (Chair) and Lynne Delorey (Recording Secretary)  
Andrew Beckett (Teams), Kyler Bell, Lisa Craig, John Delorey, Megan Fogarty, Tim Hynes, Shanna Hopkins, Richard Isnor, Murray Kyte, Wendy Langley, Margie McKinnon, Leon MacLellan, MJ MacLellan, Leo MacPherson, Randy Peters, Kathleen Provost, Jennifer Swinemar-Murray and Elizabeth Yeo

**Regrets:** Jacqueline De Leebeeck, Bob Hale, and Kerry Prosper

1. A. Hakin opened the meeting at 9:00 am and welcomed Committee members.
2. The agenda for the September 28, 2021, meeting was approved as circulated on a motion from L. MacPherson; seconded by W. Langley.
3. The minutes of the July 20, 2021, meeting were approved on a motion by K. Provost, seconded by S. Hopkins. **Motion carried.**
4. VP Updates

VP Academic & Provost update – Tim Hynes

- There has been a great start to the academic year with overall enrolment up by approximately 5.5%.
- The mask mandate for classes campus buildings has been extended to the end of term.
- The recruitment team will be out in market in person in Atlantic Canada. A virtual Open House will be held on October 16.
- Research grant applications submitted by our faculty have been very successful which demonstrates the quality of our work.

VP Advancement update – Murray Kyte

#### Marketing / Communications

- A recent meeting with the Meeting with Minister of Advanced Education was positive.
- There is continued support of COVID communication initiatives.
- The new Visual Identity Guide has been released. Please continue to promote within your teams.
- The #BeingXaverian campaign has been launched with a phased approach beginning with Student Services. The next phase is messaging from a student voice as to what it means to be a Xaverian. The action/value words have been developed with the Student Services team with an equity/diversity/inclusivity lens.
- The StFX.ca website request for proposal has been released.

#### Alumni Affairs

- The in-person Xaverian Welcome has been rescheduled to October 17, 2022.
- Homecoming 2021 is virtual. In 2022, we plan to celebrate in-person two Homecomings – one for reunion classes in 2020 and 2021 and the usual celebration for the reunion class of 2022.
- A National Dinner East dinner has been tentatively scheduled in Halifax for April 2, 2022.
- A new student-alumni mentorship program will be launched shortly.

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### Fundraising

- The Xavierian Fund campaign has surpassed the goal of \$50M and a celebration will be planned.
- The Coady Institute has been successful with its annual campaign.
- The Saputo Centre campaign will soon be completed.
- Funding initiatives have started for faculty research chairs, i.e., Chair in Entrepreneurial Education, (funding will be endowed to ensure it is a permanent Chair) and Chair in Mental Health & Addictions (funding will be between the Province, StFX & the QE11 Foundation; another \$4M is required to proceed).

### VP Finance & Administration update – Andrew Beckett

- Finance projections to September 30 will be presented to the Board of Governors in October. Enrollment and residence numbers are currently being reviewed. We may not achieve a balanced budget for the 2021-22 fiscal year but hope to be under the \$1M projected deficit.
- This is J. Swinemar-Murray's last week. We wish her well and thank her for her many contributions. The search for a Director of Human Resources is underway. The HR department has been restructured to an updated model with a director and three advisors.
- Negotiations are now underway with CUPE, NSGEU, and UNIFOR. Next year will bring AUT negotiations.
- Ancillary Services are doing well with a strong residence occupancy (1,610) to begin the year. Both the campus store and conference services have been busy.
- A review of the public service superannuation plan, operated through the province has been conducted. An information session for staff will be scheduled.
- The collection of proof of vaccination status for all employees is currently underway. Plans for mandatory testing procedures, etc. are underway.
- A university risk register is being developed for presentation to the Board of Governors. This register will provide data which will assist in our decision-making processes.
- The university continues to support the Town of Antigonish with the electrification project. If applications for project funding are successful, this will replace the university's central heating plant.
- Morrison Hall renovations were completed this summer. Costs were covered through the Sodexo contract. We are optimistic to use Morrison Hall in upcoming summers as an event venue to generate income.
- In the spring of 2022, Xavier Hall will be upgraded and the Power Hall parking lot paved.
- The IT multi-factor authentication project has gone well and is almost complete. Other projects include update of staff/student lists, new applications for residence and housing, banner update, telecom system review and the move of key systems to cloud base.
- University athletics are back to full competition with a mandatory vaccine for all AUS athletes.
- A code of conduct for athletes is now in place as well as a professional code for coaches.
- An expansion of the X-Rec program is planned for this year.
- The Accessibility advisory committee is in place and are planning a draft framework.
- Available parking spaces will increase with the availability of the St. Ninian Place parking lot.

### VP Student Services update - Elizabeth Yeo

- The Student Services team is working with the COVID Steering Committee and the Marketing and Communications team to launch the COVID testing program. Collection of proof of vaccination for students is ongoing with 75% completion.

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- Vaccination clinics are ongoing. Interventions and support are available to those who test positive.
  - Over the summer, much work has happened to nudge the culture of our community forward. Some elements that will come together to create an integrated plan include education around Covid protocols for first year students, residence support for students and new ways to communicate #beingXaverian.
  - We are working with local landlords on how to support their tenants during the upcoming weekend (Homecoming), i.e., educating on gathering limits, etc. We also actively discouraging non-StFX student visits to campus for Homecoming celebrations.
  - A successful Blitz Day was hosted to educate over 1,800 students with Bystander training (awareness on sexualized violence).
  - We are working on opportunities for students to engage and have conversations on the Student Experience and Opportunity Plan.
  - PACAR has been active with six meetings in past three month with an interim report to be released in upcoming weeks.
  - A motion will be presented to Senate in October to ensure the Xaverian Community foundation modules are mandatory for all students.
  - The plans for the National Day of Reconciliation (September 30) and Treaty Day (October 1) were shared. Attendance is encouraged.
5. President's update – Andy Hakin
- The amount of work undertaken by everyone is overwhelming. Please remember to take the time to look after yourself. Self-care is an important piece.
  - The mandatory testing program is a major component of our COVID response. The work we need to navigate going forward is considerable.
  - Last week's meeting with the Minister of Advance Education went well. We used the opportunity to share our health agenda and how it contributes to the Houston governments promise to improve health care. Additional meetings will be arranged with Premier Houston and Minister Thompson.
  - The first few weeks of the term were busy and underlined the importance of our work to improve our university culture. This weekend brings additional stress with the expected upcoming Homecoming celebrations.
6. Roundtable discussion
- Topics of discussion included:
- Planned programming for students during Homecoming Weekend.
  - Campus mask policy – academic and residence buildings.

The meeting adjourned at 10:05 am.