

[Zoom Tip Sheet](#)

[How to Join a Zoom Meeting](#)

ITEM	LEAD	A/D/I	MIN	TIME
1.0 CALL TO ORDER 1.1 Chairs Opening Remarks 1.2 Declarations of Conflicts of Interest 1.3 Approval of Agenda MOTION: <i>To approve the OPEN agenda as circulated.</i> Moved by: _____ Seconded by: _____	Chair	A	2	7:00
2.0 REPORT FROM THE PRESIDENT 2.1 President's Report (verbal)	A Vezina	I	10	7:02
3.0 PRESENTATIONS - None				
4.0 BUSINESS ARISING - None				
5.0 ITEMS FOR DECISION / DISCUSSION - None				
6.0 NEW BUSINESS ITEMS - None				
7.0 INFORMATION ITEM - 7.1 Residence Strategy for COVID-19 (Appendix 1) 7.2 Advancement Update: Student Emergency Fund (Appendix 2)	D Trudelle C Wilson	I	10	7:12
8.0 MOVE INTO CLOSED SESSION MOTION: <i>That the Board move into CLOSED Session.</i> Moved by: _____ Seconded by: _____	Chair	A	1	7:22

17.0 APPROVALS OF MOTIONS MADE IN CLOSED SESSION MOTION: <i>To approve the motions that were made in the CLOSED Session of the April 13, 2020 special meeting of the Board.</i> Moved by: _____ Seconded by: _____	Chair	A	1	7:55
18.0 ADJOURNMENT MOTION: <i>That the April 13, 2020 special meeting of the Algoma University Board of Governors be adjourned.</i> Moved by: _____ Seconded by: _____	Chair	A	1	7:56

Next meeting date: April 30, 2020

LEGEND: A = Approval D = Discussion I = Information

BOARD OF GOVERNORS REPORT



TOPIC	Residence Strategy for COVID-19 Open Agenda Update Date: April 10, 2020 Agenda Action: Information
PREPARED BY	Dave Trudelle, Director, Student Experience, Brianne Pringle, HR & Employee Relations Officer, Shane Maurice, Director, Physical Plant
PURPOSE OF REPORT	The purpose of this report is to update The Board of Governors with Algoma University's Residence Strategy due to the impact of COVID-19.
RELATED DOCUMENTS	<ol style="list-style-type: none"> 1. Communication memo to residence March 19, 2020 2. Communication memo to residence April 1, 2020 3. AU Residence help prevent the spread of COVID-19 Poster
BACKGROUND	<p>A summary of significant events:</p> <ul style="list-style-type: none"> • March 11, 2020, WHO declared COVID-19 as a global Pandemic. • March 13, 2020 Algoma University announces the cancellation of face-to-face classes. • March 16, 2020 Algoma University announces that only essential services will remain on campus. • March 19, 2020, students on Residence are notified of impacts to them and domestic students are provided an option for a one month refund if they are able to exit residence by March 22, 2020 and international students by April 1, 2020. <p>Our students safety and wellbeing is our top priority and every decision that has been made to date is focused on health, safety and academic success. At no point will our residence students be displaced in our residence strategy for COVID-19. We have worked closely with Algoma Public Health (APH) to ensure a safe plan is in place.</p>
CURRENT STATUS	<ul style="list-style-type: none"> • 82 is target occupancy in residence. This will ensure that no one is sharing a washroom (APH recommended). • As of April 9, 2020 we have 100 residence students. • As of April 22, we expect to meet the target of 82. <p>Temporary Plan - until we are below the cap</p> <ul style="list-style-type: none"> • Use four townhouses that are currently empty as isolation areas in an emergency. • Redistribute students as others move out.



	<ul style="list-style-type: none"> ● Engage with domestic students that are still on campus to determine their current situation. ● Once we get down to 82 or less and students are no longer sharing washrooms, students would isolate in place if necessary (APH recommendation). ● Close all residence common rooms in Dorms with exception of common kitchens. ● Add social distancing markers on floors in kitchens, cafeteria and hallways to help illustrate distance.
FUTURE STATUS	<p>Full COVID-19 Plan - once we have 82 or less</p> <p>If isolation occurs, students would not be able to leave their townhouse building/Dorm Room. Algoma Public Health (APH) would provide guidance on how far ranging the isolation lockdown would need to be. Expect that it would (at minimum) include at least the entire floor of dorms or the whole townhouse. While isolated:</p> <ul style="list-style-type: none"> ● Residence Life Team, Student Success, and Dr. White would do regular virtual check ins with student(s) isolated. ● University to provide grocery delivery (townhouses) or food delivery (dorms) for all meals at cost to the university. ● Additional safety measures put in place for staff cleaning isolated areas and food deliveries including masks and gloves for those entering those spaces. ● Students would bag garbage and place outside of their doors for pick up. ● University to have regular contact with APH on lockdown protocols and when ok to lift lockdown. <p>Impacts</p> <ol style="list-style-type: none"> 1. Hotel Algoma will not be able to operate this Spring/Summer with that capacity. (Loss of Revenue) 2. Plan for financial cost of food service delivery to students in isolation, as well as increased cleaning services 3. Spring Intake to residence decisions being deferred until after April 22nd when we know what our numbers in residence look like. Also gives us a month to continue to monitor the situation. But Spring Intake of new students will be very low, if any (currently 10 new students have applied).



	4. Move in Protocols - we may require new students in residence to self-isolate depending on the COVID-19 situation at the time and where they are coming from (currently that would be anyone outside of Ontario).
ACTION	Not Applicable.

BOARD OF GOVERNORS REPORT

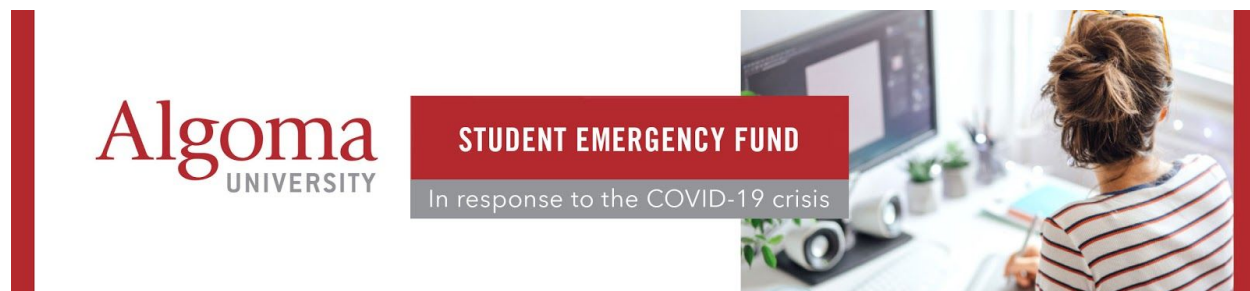


TOPIC	Advancement Update: Student Emergency Fund Open Agenda Meeting Date: April 13, 2020 Agenda Action: Discussion/Information
PREPARED BY	Colin Wilson. Director of Strategic Advancement
PURPOSE OF REPORT	Board awareness of how they can participate and promote the Student Emergency Fund.
RELATED DOCUMENTS	<ol style="list-style-type: none"> 1. Draft Employee Email 2. Draft Letter to Alumni 3. Link to Webpage
BACKGROUND	<p>As a result of the current COVID-19 crisis, many of Algoma's students are struggling to make ends meet. The students are trying to cope with the worldwide pandemic with limited resources, and need immediate financial support. We are aware that many of these students have been laid off from their part-time jobs, and are experiencing urgent financial need. In response to this time-sensitive situation, Senior Leadership has directed the Advancement office to establish a Student Emergency Fund. The fund will create a nimble and direct mechanism to allow financial resources to flow quickly to those who need it most.</p> <p><u>Details</u></p> <ul style="list-style-type: none"> • Establish a new fund to assist students with the financial struggle of the current COVID 19 crisis. • Establish a process for selection of suitable recipients and distribution of available funds. • Donations to the fund will be accessed by on-line giving platform, but we will also have staff ready to work with those who prefer traditional methods (email, phone, mail) • The appeal for the contributions will be rolled out in three phases <ol style="list-style-type: none"> 1. Staff/Leadership/Board of Governors 2. Alumni 3. External Community <p>Potential use of Funds:</p> <ol style="list-style-type: none"> 1. Securing food and other essential items (toiletries, sanitizers, medication and health-related supplies, etc.) 2. Assisting with housing challenges for those who are self-isolating to protect their loved ones or those directly affected by border closures 3. Supplementing income loss due to work layoffs or a decrease in employment hours



	<p>4.Supporting those who are impacted as a result of the measures implemented by public health measures and government directives issued in response to COVID-19</p> <p>Messaging:</p> <ul style="list-style-type: none"> • Key messaging to be included in the communication will be sensitive and empathic, speak to the need, and efforts that are being done to address the situation. • Staff have researched best practices, and have been in consultation with larger institutions around process and implementation. • Each phase will be tailored to the specific constituent groups, and communications will use a calculated and strategic mix of digital and traditional communication methods. • Request will drive to on-line donation platform (helps the university to reduce costs, provides a safe & secure online giving option, funds are deposited directly to our bank account (donation receipts are automatically electronically issued) • All communication collaterals will come from the President's office. • Testimonials from students, and video from the President will be rolled out as per the work plan.
CURRENT STATUS	<p>The Advancement staff are working closely with numerous Departments to roll out this appeal quickly and with sensitivity. The team is in the final phase of completing the financial controls and assessment processes over the next 48 hours.</p> <ol style="list-style-type: none"> 1. The request out to Staff and Leadership to donate will occur on April 14. 2. The request to Alumni and External Community to donate will be April 15th
FUTURE STATUS	<p>Staff will be accepting applications and a Selection Committee will review requests and distribute funds as they are made available. We will continue to accept donations as long as the crisis continues. Any funds remaining, will be made available to students in emergency situations in the future.</p>
ACTION	<p>We have never had to make a request like this before, but these are unprecedented times, and our students need your help. If you are able and your circumstances allow you to help, we ask the Board members to please promote this fundraiser within your networks and consider making a donation to the Algoma University Student Assistance Fund. Together we can make a difference.</p>

Note - AU Student Emergency Support Fund - Employee outreach:



We recognize that as employees of Algoma University, we are all trying to adapt to a new way of working, learning, and living during this COVID-19 crisis - and it is challenging. I want to thank each of you for all that you are doing to adapt to these challenges and continue to provide support for our students and for each other.

We have many students who are experiencing numerous challenges as a result of COVID-19. As a community, we pride ourselves on helping our students, and we are working to find solutions to help them through this difficult time. We encourage everyone who is able to help us address one key concern that is at the forefront of many of these challenges, financial hardship. We have created the **Algoma University Student Emergency Fund** to help students with financial needs. I am reaching out to our Algoma U family to help us build this fund. We recognize that some may not be able to help, and that's okay, but if you can, please consider making a donation to our **Algoma University Student Emergency Fund**.

Algoma University students are doing their part to flatten the curve, but many are facing financial difficulties that they couldn't have anticipated just a few short weeks ago.

The goal of the fund is to provide immediate financial assistance to help in response to the financial hardships our students are currently facing such as;

- Securing food and other essential items (toiletries, sanitizers, medication and health related supplies, etc.)
- Assisting with housing challenges for those who are self-isolating to protect their loved ones or those directly affected by border closures
- Supplementing income loss due to work layoffs or a decrease in employment hours

- Supporting those who are impacted as a result of the measures implemented by public health officials and government directives issued in response to COVID-19

We have never had to make a request like this before, but these are unprecedented times, and our students need your help. If you are able and your circumstances allow you to help, please consider making a *donation to the Algoma University Student Assistance Fund*.

As employees, you have the option to donate through payroll deduction. Your one-time gift or monthly donation will be deducted directly from your pay, and your charitable tax donation will be included on your T4 at the end year for income tax purposes. A [fillable pledge form](#) is attached and can be completed and sent to bev.teller@algonau.ca

I want to thank those who have already reached out to us to support this initiative. It is truly heartwarming to see the care and support in our community for our students and each other.

For more information on the **Algoma University Student Emergency Fund** or other options to donate, please contact Bev Teller, CFRE, Advancement Officer at 705-949-2301, ext. 4125 or bev.teller@algonau.ca.

Thank you for all that you are doing to help us navigate through these challenging times, and for your consideration of this very important initiative. I am so proud of my Algoma U family. We couldn't do this without you. Together we will support each other, and make it through this.

Stay well, stay safe and stay connected.

Sincerely,



Asima Vezina
President & Vice Chancellor



COVID-19 has touched all of our lives in ways that we could never have imagined. It has been a challenge as we adapt to new ways of living and working during this crisis. It has also been very inspiring to see how we as a community and country come together to support one another. I hope that you and your loved ones are safe and healthy, and that you are getting the support that you need to safely navigate through this crisis.

Our students are also experiencing numerous challenges as a result of COVID-19; trying to complete their studies remotely, struggling with loss of income, housing and food security issues, and some not being able to get home. As a community, we pride ourselves on helping our students, and we are working to find solutions to help them through this difficult time. We have created the **Algoma University Student Emergency Fund** to help students with financial needs. I am reaching out to our Algoma U family and community to help us build this fund. We recognize that some may not be to help, and that's okay, but if you can, please consider making a donation today to our **Algoma University Student Emergency Fund**.

Algoma University students are doing their part to flatten the curve but many are facing financial difficulties that they couldn't have anticipated just a few short weeks ago.

The goal of the fund is to provide immediate financial assistance to help in response to the financial hardships our students are currently facing such as;

- Purchasing food and other essential items (toiletries, medication, etc.)
- Assisting with housing challenges for those who are self-isolating to protect their loved ones or those directly affected by border closures
- Securing internet connections to ensure the successful completion of studies remotely

- Supplementing income loss due to loss of work or a decrease in employment hours
- Supporting those who are impacted as a result of the measures implemented by Algoma University, and all levels of government in response to COVID-19

We have never had to make a request like this before, but these are unprecedented times, and our students need your help. If you are able and your circumstances allow you to help, please consider making a [donation to the Algoma University Student Assistance Fund](#).

Your one-time gift or monthly donation can be made safely and securely [online](#). Your gift is tax deductible and you will receive a charitable tax receipt. For more information on the **Algoma University Student Emergency Fund** or other options to donate, please contact Bev Teller, CFRE, Advancement Officer at 705-949-2301, ext. 4125 or bev.teller@algomau.ca.

I want to thank those who have already reached out to us to support the Algoma University Student Emergency Fund. It is truly heartwarming to see the care and support in our community for our students and each other.

Thank you for all that you are doing to help us navigate through these challenging times, and for your consideration of this very important initiative. I am so proud of my Algoma U family and our community. We couldn't do this without you. Together we will support each other, and make it through this challenging time.

Stay well, stay safe and stay connected.

Sincerely,



Asima Vezina
President & Vice Chancellor