

Open Board of Governors

Algoma University - Board of Governors

CC 201 - SSM Campus / Virtual

May 30, 2024 7:00 PM - May 30, 2024 8:00 PM EDT

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1. CALL TO ORDER

1.1. Acknowledgement of Traditional Territories

As the Board of Governors began in Closed Session for this meeting, an acknowledgement of traditional territories was provided in that session to commence the meeting.

1.2. Chair's Opening Remarks

1.3. Declarations of Conflicts of Interest

2. CONSENT AGENDA

MOTION : That all items listed under the 'Consent Agenda' be approved as recommended.

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5. BUSINESS ARISING - N/A

6. ITEMS FOR DECISION / DISCUSSION - N/A

6.1. New Department Request - Computer Science.....39

MOTION : that the Board of Governors approve the establishment of two new departments under the School of Computer Science and Technology: the Department of Computer Science and Mathematics; and the Department of Information Technology and Professional Studies, as recommended by the Senate.

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3. Standard Operating Procedure Relating to Gift Acceptance Policy.pdf.....	65
6.3. Fighting Against Forced Labour and Child Labour in Supply Chains: Algoma University Annual Report 2024.....	73
MOTION : That the Board of Governors approve the Fighting Against Forced Labour and Child Labour in Supply Chains: Algoma University Annual Report 2024.	
BOG - 30 May 2024 - Briefing Note_ Fighting Against Forced Labour and Child Labour in Supply Chains.pdf.....	73
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7. NEW BUSINESS - N/A	
8. INFORMATION ITEMS - N/A	
9. TERMINATION	
MOTION : That the Board of Governors meeting be terminated.	
10. IN CAMERA SESSION	
Reminder: The In-Camera Session provides an opportunity for the Governors to have post-meeting discussions in a safe space, while reflections are top of mind. The President and non-Governors would not be present for such session. The Board would be able to provide feedback that the Chair can discuss with the President as necessary. In-Camera sessions will not be used to conduct business, other than matters pertaining to the employment of the Board's sole employee (the President) as applicable.	



Open Board of Governors Minutes

Algoma University - Board of Governors
Apr 25, 2024 at 4:30 PM EDT
@ CC 201 - SSM Campus / Virtual

Attendance

Present:

Members: Arjun Batra (remote), Cecilia Bruno, Paul Dupuis (remote), Sonja Kosuta (remote), Kelli-Ann Lemieux (remote), Rose Linklater, Mike Moraca, Paul Quesnele, Taylor Sayers, Mario Turco, Asima Vezina, Isaac Withers

Guests: Craig Fowler, Megan Parlowe, Ilham Punjani (remote), Kramer Rousseau, Mary Wabano-McKay

Secretariat: Shannon Kelly (remote), Nadya Ladouceur

Absent:

Members: Dionisio Nyaga

Guests: Shannon Brooks, Michele Piercey-Normore

Members Regrets Received in Advance: Rob Battisti, Elaine Pitcher

1. CALL TO ORDER (Presenters: Mike Moraca)
 - 1.1. Acknowledgement of Traditional Territories
C. Bruno provided a personalized land acknowledgement.
 - 1.2. Chair's Opening Remarks
The Chair welcomed the Governors and members of the media to the Open Session of the Board of Governors meeting.
 - 1.3. Declarations of Conflicts of Interest
None.
2. CONSENT AGENDA (Presenters: Mike Moraca)

Motion:
That all items listed under the 'Consent Agenda' be approved as recommended.

Motion moved by Kelli-Ann Lemieux and motion seconded by Paul Dupuis.
Carried.

 - 2.1. OPEN Agenda for Board Meeting
 - 2.2. OPEN Minutes for Previous Meeting

3. REPORT FROM THE PRESIDENT (Presenters: Asima Vezina)

The President allocated the time for her President's Report to the Vice President Nyaagaaniid for a presentation on the University's decolonization efforts.

4. PRESENTATIONS

4.1. Overview of the Office of the Secretariat (Presenters: Asima Vezina, Paul Quesnele)

A. Vezina and P. Quesnele provided an overview of the Office of the Secretariat detailing the responsibilities of the Office in advancing strong governance, policy and FIPPA oversight within the university.

Governors expressed their support for the strengthening of governance supports at the university and expressed their congratulations to the Secretary for building out the talent to support such.

4.2. Update on Decolonization Efforts at Algoma University (Presenters: Mary Wanano-McKay)

M. Wabano-McKay provided an update on Algoma University's decolonization efforts noting the extensive strategy and consultation approach used to develop the University's EDI strategy. She outlined the strategic priorities and associated timelines to prioritize Indigenous and underrepresented voices, reflect on the role of post-secondary institutions in reconciliation, and create an Indigenous governance model.

Governors asked about what decolonization of the University means and looks like for the University to which M. Wabano-McKay responded that decolonization is about deliberately deconstructing the dominant worldview by reconnecting with and incorporating the diversity of experiences and worldviews that exists in policy work and relationship building. Governors inquired about decolonization efforts in Brampton where there is no physical presence of the Shingwauk Residential School and where programs have a different focus. It was explained that the EDI strategy and the decolonization efforts would be inclusive of all three campuses.

5. BUSINESS ARISING - N/A

6. ITEMS FOR DECISION / DISCUSSION

6.1. Dissolution & Lottery-Generated Assets & Revenue Policy

C. Fowler provided an overview to the new proposed policy noting that it is part of a strategy to expand the university's network of donors and connections and to foster a culture of giving and that it is a requirement of the Alcohol and Gaming Commission of Ontario.

Motion: That the Board of Governors approve the Dissolution & Lottery-Generated Assets & Revenue Policy as presented on the recommendation of the Risk and Finance Committee.

Motion moved by Isaac Withers and motion seconded by Mario Turco. Carried.

7. NEW BUSINESS - N/A

8. INFORMATION ITEMS

8.1. Correspondence:

8.1.1. COU Response to Regulatory Registry Proposal Bill 166 – Strengthening Accountability and Student Supports Act, 2024 (March 2024)

The provided document was distributed to Board members with the intention of sharing common messaging in order to respond to any external concerns surrounding the sector.

8.2. Questions on Information Items

9. MOVE INTO CLOSED SESSION (Presenters: Mike Moraca)

Motion: That Board of Governors move into the Closed Session.

Motion moved by Rose Linklater and motion seconded by Taylor Sayers. Carried.



MAY 2024
Algonquin
UNIVERSITY
REPORT
TO THE BOARD OF GOVERNORS

PRESIDENT'S REPORT TO THE BOARD OF GOVERNORS



Our May Board of Governors meeting marks spring renewal for Algoma University. We will be laying out a fresh annual budget that invests in our students, our academic and research programming, and new jobs and infrastructure to benefit our students and our communities.

Algoma University continues to be in a stable financial position. I'm pleased to say that the budget the Board of Governors will review and vote on in May is one that shows continued financial strength, strategic investment, and prudent decision making for the future.

This budget process was not without challenges—in particular the challenges posed by the federal government's cap on international students and provincial government's subsequent allocation of Provincial Attestation Letters (PALs). While Algoma University was already planning to moderate international student recruitment and grow our domestic recruitment, our allocation of PALs will shrink our international student cohorts faster than expected.

However, through careful budget planning, I feel confident that the draft 2024-25 budget invests in what matters most: it's a student-centered, academic- and research-supporting budget; it invests in the communities we love; and it's guided by a new Strategic Plan, our Special Mission and our commitment to cross cultural teaching and learning.

A major milestone for 2024 was our May announcement that an Algoma U student residence is coming to Brampton. The beautiful tower will be a home-away-from-home for more than 500 students in a mix of single and double bedrooms in four- to six-bed suites. Each affordably-priced suite will include two bathrooms, a kitchen and living space. Just a short walk from their classes, this residence will give our Brampton students the same opportunity our Sault Ste. Marie students have: to surround themselves with a supportive community and be steeped in Algoma University's unique environment while they live, study and enjoy urban Brampton. Our commitment to decolonization and cross-cultural learning will thrive throughout the design and feel of the building and the services, amenities and opportunities we'll wrap students in will help ensure they have the best opportunity for success.

I would be remiss if I didn't mention that our [Sault Ste. Marie Campus Master Plan](#) is on track, which means we can look forward to a similar announcement in the Sault before long.

Also, as we welcome new master's degree programs in Biology, Computer Science, Social Work, Psychology and Business and as we continue research expansion, we are also on track when it comes to planning for the future expansion of the Convergence Centre. This will no doubt be an exciting conversation as we continue to discuss how Algoma U's programming and research can meet the needs of Northern Ontario and the communities around us.

Our Algoma U team has just received the results of a new economic impact study. As a University deeply rooted in our communities, the jobs we create, funds we inject into the local economy and spinoff economic activity we spark all deeply matter to us because creating life-changing economic opportunities helps us grow ever closer to our vision of positive change that benefits generations. I look forward to Algoma University providing the Board of Governors with a full briefing on this important study at the June board meeting.

With the renewal that a new fiscal year brings, I have a fresh set of concrete deliverables, as President and Vice-chancellor of this institution. Thanks to a mandate from our Board of Governors, I'm happy to report that the six themes I, working with staff and faculty, will be focused on are:

- GOAL 1:** Business sustainability: diversification and risk management
- GOAL 2:** Special Mission: responding to community needs
- GOAL 3:** Impact: developing future leaders to drive successful change
- GOAL 4:** Financial sustainability
- GOAL 5:** Business excellence
- GOAL 6:** Decolonization

Within those six goals, there are a number of action items that dive deeper on our priorities. Those call on me to:

- Cultivate excellence through cross-cultural, equitable and engaging teaching, learning and research environments for all students.
- Develop compelling, future-focused programs and areas of research that are responsive to the interests of students and communities, community-integrated; and interdisciplinary.
- Foster and simplify means for connecting community and university partners.
- Grow and nurture strong and responsible relationships locally and globally based on the foundational values of respect, reciprocity, and relationality.
- Integrate and welcome diverse worldviews and cross-cultural perspectives into all aspects and areas of the university.
- Enhance effective communication and connectivity across campuses.
- Advance Indigenization and cross-cultural learning, within the spirit of our Special mission.
- Celebrate and share Algoma University's impact.
- Promote unity by articulating and representing the Special Mission in a way that resonates across campuses and in the communities we serve.
- Execute a comprehensive student enrolment strategy to ensure the prosperity and creativity of the University into the future.
- Invest in and refine our systems and processes to support growth and prioritize intimate and personal learning experiences, cross-cultural leadership; and purpose-driven impact.
- Implement the Algoma University Equity Diversity and Inclusion (EDI) Strategy and Action Plan.
- Develop and implement a robust people and recruitment strategy with a focus on equity, diversity and inclusion.
- Continue to invest in student-centric infrastructure that provides supports for all learners.

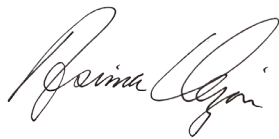


I look forward to reporting to our Board of Governors and broader community each month on progress towards these goals, and on specific projects that we will undertake throughout this fiscal year to achieve them.

As we prepare to celebrate convocation season, I want to thank you all for supporting, guiding and uplifting our students on their academic journey. Thanks to the efforts and compassion of our Board of Governors, Senate, faculty and staff, our newest alumni are ready to face the world as future change makers, they are work-ready and heading out to in-demand careers armed with critical thinking skills, diverse perspectives and cross-cultural understanding. I am proud that our classrooms are striving to provide a foundation in decolonization and cross-cultural dialogue and a cultural fluency that will make them leaders in the workplaces of today and tomorrow.

We're ready to see another group of Thunderbirds get started on their careers, and start to use those careers to have a positive impact on the world around them.

Chi-Meegwetch, merci and thank you for all you do for Algoma U,



Asima Vezina

President and Vice-chancellor



Algoma

UNIVERSITY



2024-25 Budget Overview

Board of Governors
May 30, 2024

Building for the Future

Algoma University 2024-25 Annual Budget



Building for the Future

Algoma University continues to grow its positive impact on people and community. In this budget we are making record investments in:

- Building
- Hiring
- Academic and Research Excellence





Investing to build in our communities

Algoma University is deeply rooted in our communities. We're giving our students the state of the art facilities they need to excel and giving the communities we love more gathering places, more economic activity and assets that will last for generations to come.

Investing in people

Creating more good, permanent jobs in Brampton, Sault Ste. Marie and Timmins not only changes the lives of our future staff and faculty members, it benefits students and local economies.

Investing in academic and research excellence

Algoma University will invest record amounts in scholarships and bursaries, an Academic Strategic Initiatives fund, new program development, a National Centre of Excellence in Immersive Technologies and establishing Ontario Mental Health and Addictions Research and Training Institute (OMHARTI).

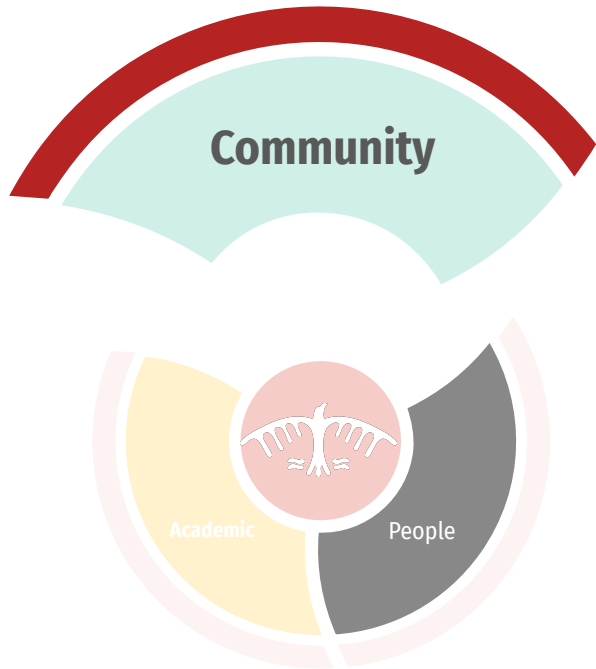


WE'RE BUILDING

\$44.8 million in capital 2024-25

\$218 in capital over five years

\$18 million to ensure facilities
are responsive to classroom
needs



Building up our communities

- Makwa Waakaa'igan
\$43.3 million over three years
- Downtown Brampton, including 145 Queen St. E
\$88 million over five years
- Animal care facility and CL2 lab
\$6 million
- New signage and wayfinding
\$2 million over two years

MAKWA WAAKAA'IGAN

Indigenous Centre of Cultural Excellence

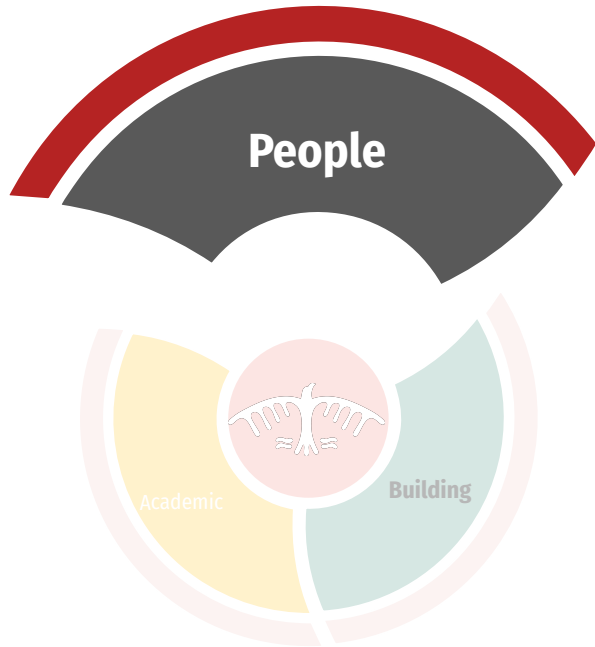
\$43.3 million
over three years





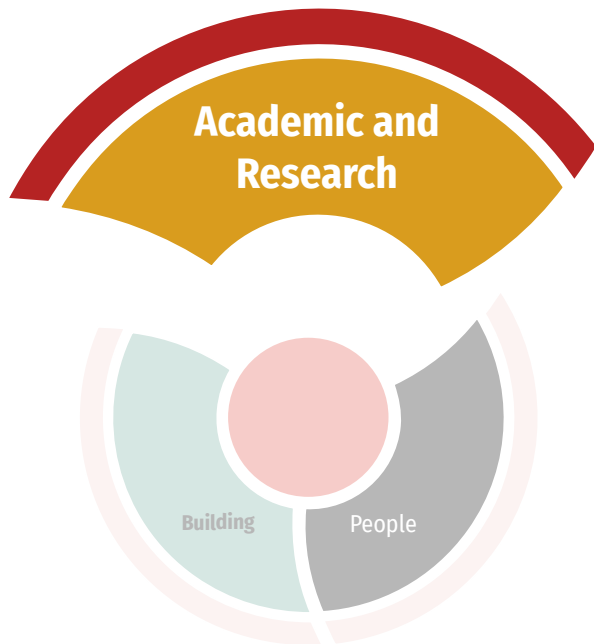
WE'RE HIRING

\$70-million investment in people



We're hiring

- \$70 million for salaries and benefits in 2024-25
- Up \$10 million year-over-year
- Hiring across all three campuses in 2024-25
- 33 new full time faculty
- 161 staff and admin



We're investing in academic and research excellence

- Scholarships and bursaries, \$28.4 million for (up from about \$24 million in 2023-24)
- National Centre of Excellence for Immersive Technologies \$1.6 million
- Learners Early Access Program (LEAP) \$847K
- New Academic Departments:
 - Computer Science and Mathematics
 - Information Technology and Professional Studies

ACADEMIC AND RESEARCH EXCELLENCE

- New program development
\$2.0 million
- Academic Strategic Initiatives Fund
\$2.7 million



Enrolment

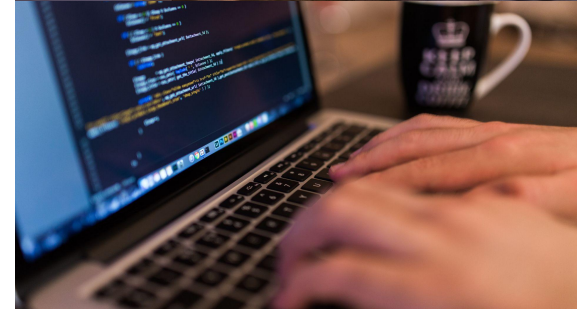
- Budget based on enrolment of 10,740 FTE

Recruitment and Retention Focus:

- Continued domestic growth on all three campuses
- FNMI recruitment (Outreach and Pathways)
- Strategic distribution of provincial attestation letters for international recruitment
- Investing to support Strategic Enrolment Management strategy
- Continued investment in student success and wellbeing

2023-2024 Budget

Revenues:	\$242.3 million
Expenses:	\$233.8 million
Operating Surplus:	\$8.5 million
Capital Investment:	\$44.8 million





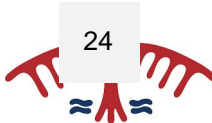
Chi-Miigwetch
Merci
Thank you

Proposal To Board of Governors

Faculty of Computer Science and Technology

Thursday May 30, 2024

Dr. Michele Piercey-Normore, VPAR
Dr. Laurie Bloomfield, Acting Dean, Faculty of Science
Dr. Simon Xu, Director, SCST



Purpose

The Algoma University Act [24(a)] empowers the Senate *to make recommendations to the Board with respect to the establishment, change or termination of programs and courses of study, schools, faculties, divisions and departments*

The introduction of a new Faculty of Computer Science and Technology:

- Provides an opportunity for growth, research and innovation for Algoma University in the era of AI.
- Responds to increasing student demand, increased numbers of courses offered across multiple disciplines, and new programming planned or underway
- Increases efficiency in organization and governance within the Faculty and across the planned multi-department structure
- Elevates the profile of Algoma by showcasing a dedicated faculty with specialized departments
- Attracts high-quality faculty, researchers, and students, enhancing the University's academic prestige

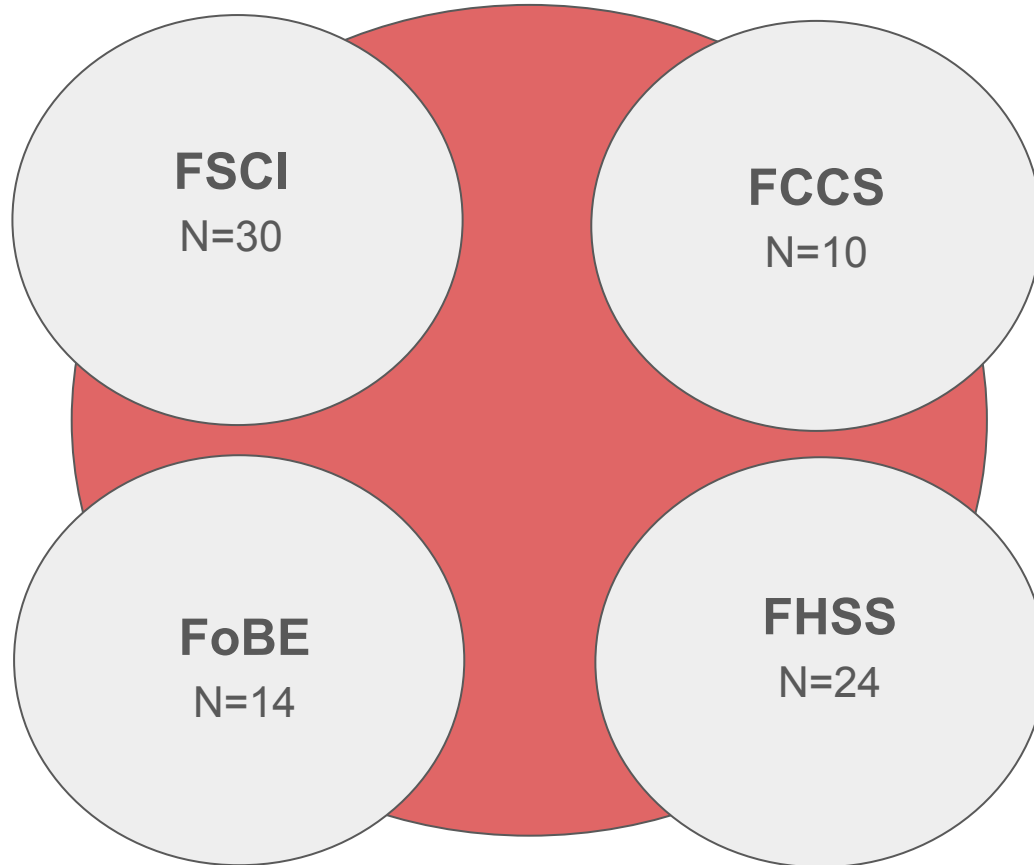
Current Structure: 4 Faculties (N=Full-time Members)

FSCI: Faculty of Sciences

FoBE: Faculty of Business and Economics

FCCS: Faculty of Cross-Cultural Studies

FHSS: Faculty of Humanities and Social Sciences



Faculty of Science: Current and expected hires

FSCI (N=57)

8 +*3 (PSYC)

9 +*6 (BIOL) _____
= 26

13 +*18 (SCST) = 31

*Hire Requests/Approvals

*Hire Requests/Approvals

Total of 27 ongoing Tenure Track (TT) and Contractually Limited Term Assignment (CLTA) hires or requests

- 2 TT Psychology + 1 CLTA
- 1 TT Biology + 5 CLTA
- **15 TT Comp Sci + 3 CLTA**
 - 5 TT Data Science/CyberSecurity
 - 6 TT IT, XR (AR/VR/Computer Graphics) (Senate-approved June 2023)
 - 2 TT and 1 CLTA Computer Networks
 - 2 TT and 2 CLTA Software Engineering (Senate-approved April 2024)

Estimated enrollment and required faculty members (2023-2029)

	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
UG/GCERT FTE	2500	2870	2870	2870	2870	2870
Master's	6	400	750	1200	1350	1500
Total enrollment all programs	2506	3270	3620	4070	4220	4370
Total full time faculty members	13	31	34	37	40	43

- Currently, the FTE ratio between undergraduate (UG) and graduate certificate (GCert) programs is approximately 80:20. We expect the number of GCert students to decrease and UG students to increase, maintaining a total of around 2,870 for the next few years.
- The FTE ratio between Sault Ste. Marie and Brampton is approximately 30:70.



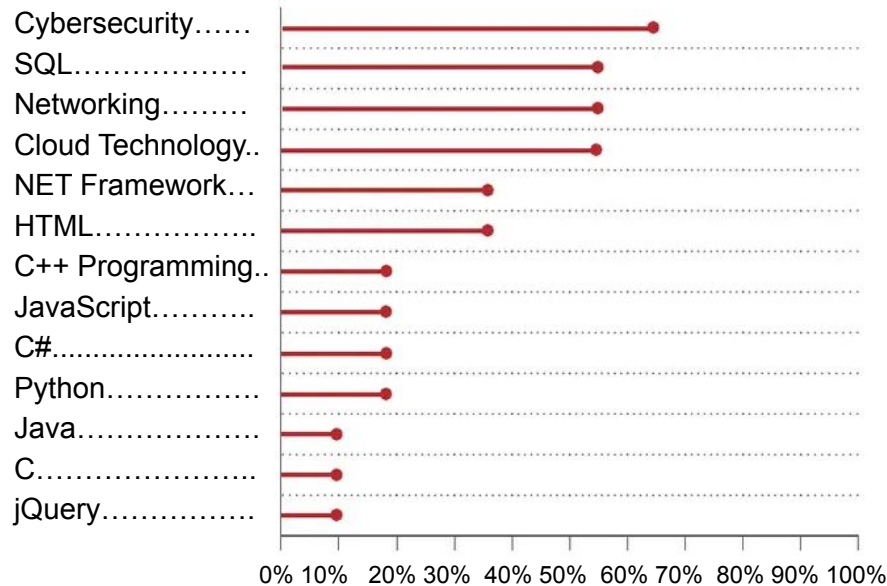
Projected Revenue Growth 2024-2029 for Faculty of Computer Science and Technology



	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029
Revenue					
Domestic UG Student Tuition	\$1,267,804	\$1,267,804	\$1,267,804	\$1,267,804	\$1,267,804
International UG Student Tuition	\$26,345,000	\$26,345,000	\$26,345,000	\$26,345,000	\$26,345,000
Master Student Tuition	\$8,000,000	\$15,000,000	\$24,000,000	\$27,000,000	\$30,000,000
Government Grants	\$1,014,755	\$1,045,198	\$1,076,554	\$1,108,850	\$1,142,116
Lab and Other Student Fees	\$904,800	\$1,085,760	\$1,302,912	\$1,563,494	\$1,876,193
Yearly Total	\$37,532,359	\$44,743,762	\$53,992,270	\$57,285,149	\$60,631,113

In-demand Skills provided by the School of Computer Science and Information Technology

Digital skills demanded by employers are always evolving. Employers were recently asked what technical skills (hard skills) they require and will target during the hiring process.



Job Market for Computer Science and Information Technology is expected to continue growing

Many occupations are experiencing increased demand as a result of economic disruption during the COVID-19 pandemic. Skills in computer science and technology are projected to be essential to the post-pandemic recovery:

Computer and information systems managers
Web designers and developers
Computer programmers and interactive media developers
Information systems analysts and consultants
Database analysts and data administrators

“Outlooks for COVID-19 Impacted Occupations in Canada.” – a 2021 Canadian labour market analysis by the federal government.



Job Market for Computer Science and Information Technology is expected to continue growing

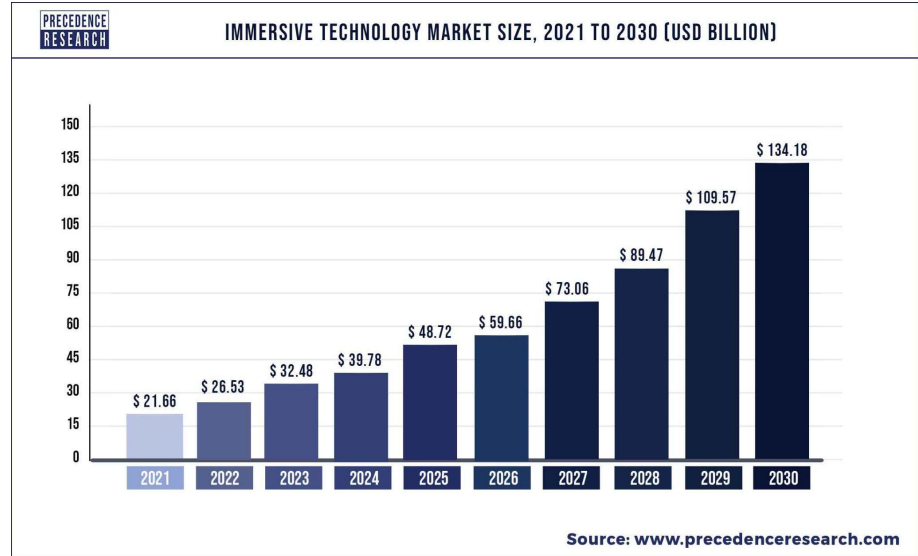
- Market demands for professionals in **Artificial Intelligence, Data Science, Cybersecurity and Immersive Technology (AR/VR)**
- Provincial Allocation Letters (**STEM programs**)
- Federal New Work Permit Policy (**STEM** and relevant programs)
- Market demands for Master of Computer Science program
- New programs (co-op programs, joint Master of Science in Business Analytics, Joint Bachelor of Arts in Economics and Data Analytics)

Consultation process and approvals to date (since June 2023):

- The SCST full-time and part-time members
- President, VPAR, and VP-Finance
- Dean of Science (former and current)
- Science Faculty
- Approval by AppCom (April 2024)
- Multi-department structure approved and recommended by Senate (April 2024)
- Faculty proposal discussed by Senate Executive (April 2024)
- Faculty proposal presented to Senate (May 3 2024)
- *Notice of Motion for the creation of a new Faculty of Computer Science and Technology to Senate (June 7 2024 - planned)*

Connection with Centre of Excellence in Immersive Technology

- Applications with AR, VR and XR
 - XR market is growing significantly (see figure)
- Knowledge and Expertise
- Collaboration and Networking
- Research and Collaboration
- Industry Recognition
- Reputation and Marketing



Vision:

To become a **global leader** in immersive technology **by fostering** a thriving ecosystem of education, entrepreneurship, and industry leadership **and shaping a responsible and inclusive future**

Mission: To **advance** the field of **Immersive Technology** by empowering individuals, organizations, and community **to harness the power of people, technology, and collaboration**

Proposed Governance Model



Faculty of Computer Science and Technology

Department of Computer Science and Mathematics

1. Bachelor of Computer Science (General and Honours, Regular or Online)

Specializations:

- a. Computer Games Technology
 - b. Computer Games Technology and Creative Arts
 - c. Mobile Software Engineering
 - d. *AI and Data Science (in progress)*
2. Bachelor of Science in Computer Science (General and Honours)
 3. Accelerated Computer Science Second Degree (Regular or Online)
 4. Accelerated Computer Science Second Degree (Co-Op)
 5. Bachelor of Computer Science (Co-Op)
 6. First Year Engineering program (Laurentian)
 7. Master of Computer Science
 8. *Master of Science in Computer Science (in progress)*

Department of Information Technology and Professional Studies

1. Graduate Certificate in Information Technology (Regular or Online)
2. Graduate Certificate in Computing (Regular or Online)
3. Graduate Certificate in Computer Games Technology
4. Graduate Certificate in Mobile Software Development
5. *Bachelor of Information Technology (in progress)*
6. *Bachelor of Arts in Economics and Data Analytics (in progress)*
7. *Master of Science in Business Analytics (in progress)*
8. *Microcredentials and Professional Training (such as Cyber Security) in collaboration with PACE (in future)*

Future:

Department of Mathematics and Statistics

Immersive Technology (AR/VR/XR) Institute

Proposed Governance Model



Faculty of Computer Science and Technology

Department of Computer Science and Mathematics

*does not include Computer Networks and Software Engineering hire requests

1. Dr. Yi Feng
2. Dr. George Townsend
3. Dr. Simon Xu
4. Dr. Miguel Garcia
5. Dr. Faria Khandaker
6. Dr. Edna James
7. Dr. Zamilur Rahman
8. Dr. Mahreen Nasir
9. New Hire in Data Science
10. New Hire in Data Science
11. New Hire in Data Science
12. New Hire in Data Science

Department of Information Technology and Professional Studies

*does not include Computer Networks and Software Engineering hire requests

1. Dr. Bodrul Alam
2. Dr. Randy Lin
3. Dr. Ajmery Sultana
4. Dr. Rashid Khokhar
5. Dr. Muhammad Azam
6. New hire in XR
7. New Hire in XR
8. New Hire in Cybersecurity
9. New Hire in Information Technology
10. New Hire in Information Technology
11. New Hire in Information Technology
12. New Hire in Information Technology

Next Steps

- **May 2024**
 - Senate-approved recommendation for two new Departments to be created within the School of Computer Science & Technology to be brought to the Board for approval
- **June 2024**
 - Notice of motion to Senate to recommend new Faculty of Computer Science based on feedback from the Board of Governors
- **September 2024**
 - Motion for new Faculty of Computer Science to be brought to the September 13 2024 Senate meeting for recommendation to the Board.
 - Motion for new Faculty of Computer Science to be brought to the September Board meeting for approval.

Thank you for your consideration

Creation of Two New Departments under the School of Computer Science and Technology:

1. Department of Computer Science and Mathematics; and
2. Department of Information Technology and Professional Studies

Open Agenda: 30 MAY 2024

PURPOSE:

PREPARED BY:

- Approval Discussion Information

Dr. Laurie Bloomfield, Acting Dean, Faculty of Science

Dr. Simon Xu, Director, School of Computer Science and Technology

1.0 ACTION

Moved [/]: that the Algoma University Board of Governors approve the establishment of two new departments under the School of Computer Science and Technology: the Department of Computer Science and Mathematics; and the Department of Information Technology and Professional Studies as recommended by the Senate.

2.0 EXECUTIVE SUMMARY

The School of Computer Science and Technology at Algoma University has experienced significant growth and development over the past decade. Enrollment has dramatically increased from 100 students in the 2017-2018 academic year to 2,500 Full-Time Equivalents (FTEs) by April 2024, with projections to exceed 3,270 FTEs by Fall 2024. This dramatic increase in both undergraduate and graduate enrollments highlights the increased interest locally, nationally and internationally in computer science related programs. The current structure, with just one school director, is insufficient to effectively manage the current and incoming growth. Creating two new departments will ensure the necessary expertise is in place for program oversight, enhanced student services, and faculty support while allowing the school director to focus on enrollment growth, program quality assurance, and partnerships (research, academic and industry) both nationally and internationally.

The Algoma University Act (s. 24(a)), stipulates that the Senate has the power to *make recommendations to the Board with respect to the establishment, change or termination of programs and courses of study, schools, faculties, divisions and departments*. As such, the Board of Governors holds the responsibility for approving the establishment of new departments including those being proposed by the School of Computer Science & Technology at this time. The proposed new department structure was recommended by the Senate at its May 3, 2024 meeting (*see attachment 1 of 2 for the respective Senate Report*).

3.0 ALIGNMENT WITH UNIVERSITY STRATEGY

With the overall goal to be ready this fall to convert the School to a Faculty, this step of creating two new departments under the School of Computer Science and Technology—namely, the Department of Computer Science and Mathematics and the Department of Information Technology and Professional Studies—aligns with Algoma University's strategic plan in several ways:

1. Enhanced Specialization and Focus

Department of Computer Science and Mathematics: This department will focus on foundational and advanced topics in computer science and mathematics, ensuring a robust curriculum that emphasizes theoretical and practical knowledge. This aligns with the strategic goal of academic excellence by deepening specialization and fostering expertise in critical STEM fields.

Department of Information Technology and Professional Studies: This department will concentrate on applied IT, emerging technologies (AR/XR/VR), and professional skills. By doing so, it addresses the university's aim to prepare students for immediate employment and leadership roles in the tech industry, thus supporting career readiness and employability.

2. Improved Program Oversight and Quality

By organizing the School into two distinct departments, each with its own specialized leadership, Algoma University can enhance program oversight. This allows for more focused curriculum development, resource allocation, student supports, and targeted faculty recruitment, aligning with the strategic plan's objective to continuously improve the quality of academic programs.

3. Faculty and Student Support

The creation of two departments facilitates better support structures for both faculty and students. Department chairs can provide more personalized guidance and mentorship, fostering a supportive academic environment. This is in line with the strategic goal of enhancing the student experience and promoting faculty development.

4. Growth Management

With the School's rapid growth, the new departmental structure helps manage increased enrollments more effectively. This aligns with the strategic plan's emphasis on sustainable growth and scalability, ensuring that the university can accommodate more students without compromising on the quality of education.

5. Innovation and Partnerships

The Department of Information Technology and Professional Studies can spearhead initiatives in cutting-edge technologies and industry partnerships, driving innovation, partnering with the National Centre of Excellence in Immersive Technology. This supports the strategic plan's focus on fostering research, innovation, and community engagement, positioning Algoma University as a leader in tech education and Immersive Technology with Unity.

4.0 ANALYSIS

Growth and Capacity Constraints

- **Enrollment Surge:** The School of Computer Science and Technology has witnessed a dramatic increase in enrollment, growing from 100 students in 2017-2018 to 2,500 Full-Time Equivalents (FTEs) in April 2024. With the introduction of Masters programming, and eLearning projections indicate a further increase to over 3,270 FTEs by Fall 2024.
- **Insufficient Structure:** The current organizational setup, consisting of one School and 1 Director, is an older structure and is not an efficient or sufficient structure to support the School with rising student numbers, increased program and research and expansion on all three campuses.

Financial Outlook and Investment

- **Revenue Growth:** The School's revenue is projected to rise to \$60 million by 2029, marking a 174% increase from current figures.
- **Net Contributions:** Expected to grow to \$40 million by 2029, a 183% increase, reflecting robust financial health and the ability to sustain growth.

5.0 RISK IMPLICATIONS

The higher education sector is currently facing challenges due to federal governance policy change with regards international student enrolment caps. Algoma relies heavily on the revenue of international students. There are a few key risk implications such as policy change and restriction on international students, and reliance on certain markets. The following outlines the risk mitigation strategies.

1. Diversification of Programs and Markets:

New program development: We are working on a new specialization on Data Science and AI which should see high student demand. A new program concept in Information Technology has been submitted to the appropriate Senate Committees for review, and a full program proposal is in progress. Continued diversification of degree and graduate programming will attract students from different markets.

eLearning Programs: Computer Science is the only department at Algoma that offers fully-online degrees. Expanding online education will attract domestic and international students from various regions, reducing dependency on a single market.

Offshore Programming: Establishing satellite campuses or partnerships with institutions in other countries (such as China, Bangladesh) will also tap into new markets. Currently the school is investigating Sri Lanka and China. This approach will also diversify the student base and reduce reliance on visa approvals, national and provincial caps.

Continuing Education: Work can be done with the PACE and National Unity Centre of Excellence in Immersive Technology to offer professional development and continuing education courses (such as Unity training, AR/VR development) which is expected to attract working professionals seeking to upgrade their skills; again, providing an additional revenue stream.

2. Increased Revenue from Research and Innovation:

Research Funding: Additional departments and eventually a dedicated Faculty can enhance research capabilities, attracting more grants and funding from federal, provincial, and private sources. This not only boosts revenue but also elevates the university's prestige. Currently we are hiring eleven new faculty members in Data Science, Cybersecurity, Information Technology and AR/VR.

Industry Partnerships: Through the newly established National Unity Centre of Excellence in Immersive Technology, we can build collaborations with tech companies which could lead to sponsored research projects, internships, and job placements, providing financial support and improving student outcomes.

3. Expansion of Graduate Programming:

New Graduate Programs: Building on the success of our existing Master's program, we plan to introduce a second Master of Science in Computer Science with a thesis option, aimed at deepening research competencies and contributing to technological advancements. Within the next few years, we plan to introduce several specialized Master's and Doctoral programs that can attract a diverse student body, including professionals looking to advance their careers. Graduate programs typically have higher tuition rates, thus increasing revenue, and contribute to the teaching in the department, thus reducing reliance on part-time faculty.

Interdisciplinary Programs: We are also working with the Faculty of Business and Economics to develop a joint Master of Science in Business Analytics which again will attract students from various academic backgrounds and regions.

6.0 FINANCIAL IMPLICATIONS

With the anticipated introduction in the fall of a new Faculty, the introduction of a new Dean into the org chart will be added to the 2025-26 budget approvals. A detailed business plan is attached below and requests are captured within the 2025-26 budget.

7.0 COMMUNICATIONS STRATEGY (*OPTIONAL*)

There is no required communications strategy.

8.0 ATTACHMENTS

Attachment no 1 of 2: Senate report with regards to the recommendation

Attachment no 2 of 2: Business plan of new faculty and two new departments

Academic Planning and Priorities Committee Recommendation: Approval

Two New Departments under the School of Computer Science and Technology:

- *Department of Computer Science and Mathematics; and*
- *Department of Information Technology and Professional Studies*

Senate meeting date: 03-May-2024

Purpose:

Expedited

Prepared by: Dr. Simon Xu

Approval

Discussion

Information

Committee name: Algoma University Senate - Academic Planning and Priorities Committee

Committee Chair: Dr. Michele Piercey-Normore, Vice-President Academic and Research

Moved: Dr. Laurie Bloomfield, Acting Dean, Faculty of Science

Seconded: Dr. William Wei, Dean, Faculty of Business and Economics

1.0 MOTION / DISCUSSION

Moved [___ / ___]: that the Algoma University Senate recommends to the Board of Governors that the Board approves the establishment of two new departments under the School of Computer Science and Technology - the Department of Computer Science and Mathematics, and the Department of Information Technology and Professional Studies - as recommended by the Academic Planning and Priorities Committee.

Considerations for Senators:

- This initiative of creating two new departments (under a new faculty originally, now under the School of Computer Science and Technology) has been discussed for a number of times with the President, Vice-President Academic and Research (VPAR), and the Dean of Science since June 2023. They support it in general.
- A written proposal was submitted to the Faculty of Science, the Dean of Science, and VPAR for feedback in September/October 2023.
- The proposal was submitted to the Senate Executive Committee in December 2023, and the SCST received constructive suggestions.
- The VPAR met with the School Director, presenting substantial recommendations to augment the proposal during the last few months.
- A committee, composed of four members from the SCST, was formed in January 2024 and tasked with refining the proposal.
- The Associate Vice-President - Finance and Planning met with the committee a few times to discuss the sustainability of the new structure and provide financial data.
- The SCST held several meetings to deliberate on the proposal and also sought input from part-time faculty members.

2.0 EXECUTIVE SUMMARY

The School of Computer Science and Technology at Algoma University has undergone remarkable expansion and advancement over the past decade. Enrollment figures have surged from 100 students in 2017-2018 to an

impressive **2,500 Full-Time Equivalents (FTEs) in April 2024**, with projections to reach over **3,270 FTEs by Fall 2024**.

This substantial growth in both undergraduate and graduate enrollments underscores our increasing popularity and highlights the urgent need for **additional faculty support and enhanced student services** emphasized by this motion. Presently, the school employs 13 full-time faculty members. With 11 ongoing hires and 7 new requests, our full-time faculty count is set to rise to **31 by January, 2025**. Despite this increase, our current organizational structure—consisting solely of a single director—is insufficient to effectively manage the anticipated influx of 3270 FTEs by Fall 2024, which includes over 50 part-time hires and evaluations each semester. **This scenario underscores the critical need for the proposed reorganization into a more robust and capable school structure with two new departments.**

The creation of two departments, led by **two department chairs (one at each campus), in addition to the school director**, is proposed to enhance managerial efficacy and focus on student services and faculty support. This was similarly approved by Senate with respect to the current structure in the Faculty of Business and Economics, who have 4 department chairs.

The School of Computer Science and Technology is set to see a significant increase in **full-time faculty members to 43 in 2029**, along with engaging more part-time faculty. To illustrate this expansion, a detailed table of student enrollment and faculty projections is shown below:

	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
UG/GC FTE	2500	2870	2870	2870	2870	2870
Master enrollment	6	400	750	1200	1350	1500
Total enrollment all programs	2506	3270	3620	4070	4220	4370
Total full time faculty members	13	31	34	37	40	43

Financially, the school is poised for substantial growth, with projections indicating that **revenue will rise to \$60 million by 2029—a 174% increase—and net contributions will grow to \$40 million—a 183% increase.**

Creating two new departments would also allow computer science to have **representations on those key decision making committees**, given the fact sooner Computer Science students will make up **half of all Algoma student population**.

3.0 ANALYSIS

Growth and Capacity Constraints

- **Enrollment Surge:** The School of Computer Science and Technology has witnessed a dramatic increase in enrollment, growing from 100 students in 2017-2018 to 2,500 Full-Time Equivalents (FTEs) in April 2024. Projections indicate a further increase to over 3,270 FTEs by Fall 2024.
- **Insufficient Structure:** The current organizational setup, consisting of one school and 1 Director, is overwhelmed by the rising student numbers, particularly as the school anticipates handling over 3,270 FTEs in Fall 2024.

Staffing Challenges

- **Faculty Expansion:** While the number of full-time faculty is planned to increase from 13 to 31 shortly (in January 2025), and further to 43 by 2029, the exponential growth in student numbers outpaces the current and projected faculty increases.
- **Administrative Support:** The expansion in administrative and academic staffing, including the addition of two department chairs, with the school director, is crucial for managing increased student and faculty numbers effectively.

Financial Outlook and Investment

- **Revenue Growth:** The school's revenue is projected to rise to \$60 million by 2029, marking a 174% increase from current figures.
 - **Net Contributions:** Expected to grow to \$40 million by 2029, a 183% increase, reflecting robust financial health and the ability to sustain growth.
-

4.0 ATTACHMENTS

Attachment No. 1 of 1: [Full proposal of creation of two new departments under the School of Computer Science and Technology](#)

Business Plan for creating a new faculty: Faculty of Computer Science and Technology

Executive Summary

The proposed establishment of the Faculty of Computer Science and Technology aspires to capitalize on its remarkable growth and evolving industry demands. This executive move is orchestrated to enhance the university's global standing in computer science and information technology education and research, and to forge a future-facing, agile academic institution capable of delivering unparalleled educational experiences and innovative research outcomes.

Key Financial Highlights of the Proposed Plan:

- **Projected Revenue Growth:** With a stable number in student enrollment for undergraduate programs and a significant expansion of the master's program to 1500 Full-Time Equivalents (FTEs) by Year 5, we anticipate a substantial increase in revenue. By Year 5, the projected tuition is expected to rise to \$30 million, while domestic tuition, government grants, and lab and other fees are projected to bring the total revenue to **\$60 million** (a 174% increase).
- **Financial Viability:** The model forecasts a substantial net contribution of **\$40 million** by the end of Year 5, marking a 183% increase compared to the current financial state. This robust financial health is indicative of the faculty's sustainable growth and its capacity to fund further innovation and development.
- **Strategic Investments:** To support the anticipated expansion and to maintain cutting-edge educational offerings, the faculty plans to invest in **\$8 million in total** which includes laboratory upgrades (\$2 million), new research facilities (\$2 million), and enhanced technology infrastructure (\$1 million initially with \$500,000 annually for maintenance and updates). Additional costs for new space acquisition or lease are projected at \$3 million for the first five years.
- **Operational Efficiency:** A focus on streamlining operations is mirrored in the proposal for a school that includes two departments, led by a dean, two department chairs, and supported by administrative and academic staff, enhancing managerial efficacy and student-focused services.

- **Staff Expansion and Development:** The faculty will see a significant recruitment drive, increasing full-time faculty members from the current 13 to a future 43, along with part-time faculty engagement. The staffing expansion is critical to delivering specialized, quality programs and maintaining our competitive edge.

Operations Plan

The operations plan for the newly established Faculty of Computing and Technology at Algoma University outlines the organizational structure, departmental configuration, administrative support needs, and the physical infrastructure required to support its mission and strategic objectives effectively.

Structure of the Independent Faculty:

- **Departments:** The Faculty will consist of two primary departments to cater to specialized areas within the computing and technology fields:
 1. **Department of Computer Science and Mathematics**
 2. **Department of Information Technology and Professional Studies**
- **Administration:** The Faculty will be led by a Dean, with the support of two Department Chairs—one for each department—and a Graduate Program Officer. This structure ensures focused leadership and administrative support for both undergraduate and graduate programs. The Dean's office will include administrative assistants and staff responsible for student services, financial management, and faculty support.
 - **Estimated Staff Costs in Year 5:**
 - Dean: \$200,000 per annum
 - Department Chairs (2): \$150,000 each per annum
 - Full-time faculty (13 current + 11 current hiring + 20 future hiring): \$100,000 yearly per new hire + 5% yearly growth on existing
 - Part-time faculty (300) \$7,000 each per course
 - Graduate Program Officer: \$150,000 per annum
 - Administrative Assistants and Support Staff (4): \$80,000 each per annum

Costs for Transition to Independent Faculty:

To accommodate the growth in student enrollment and the expansion of program offerings, **a total of \$8 million investment** in physical infrastructure is required:

- **Laboratory Upgrades:** Renovations and expansions of existing computer labs to support advanced research and teaching in areas such as AI, cybersecurity, and software development.
 - **Estimated Costs:** \$2 million for lab renovations and equipment updates over the next 5 years.
- **Research Facilities:** Development of dedicated research spaces for faculty and graduate students to conduct cutting-edge research.
 - **Estimated Costs:** \$2 million for the establishment of new research facilities.
- **Technology Infrastructure:** Investment in high-speed internet, advanced computing resources, and software licenses to support the faculty's teaching, learning, and research activities.
 - **Estimated Costs:** \$1 million for initial setup and annual costs of \$500,000 for maintenance and updates.
- **Location:** The Faculty will primarily operate within Algoma University's main campus, utilizing existing spaces while also seeking additional facilities to accommodate expansion. This approach leverages the university's resources and minimizes the need for immediate external property acquisition.
 - **Estimated Costs for New Space Acquisition/Lease:** Dependent on future growth and availability of external funding, but initially projected at \$3 million for the first 5 years for potential off-campus facilities leasing and customization.

Financial Plan

Current Financial State (Based on 2022-2023 data, including COSC, ITEC, MATH, PHYS and **adjusted** to include the 11 full-time faculty members under hiring):

Revenue:

- **Domestic Student Tuition:** \$1,267,804
- **International Student Tuition:** \$19,089,815
- **Government Grants:** \$985,199
- **Lab and Other Student Fees:** \$754,000

Total Revenue: \$22,096,818

Expenses:

- **Salaries and Benefits:** \$4,590,239
- **International Student Recovery:** \$580,099
- **International Agent Commissions:** \$2,600,991

Total Expenses: \$7,771,329

Net Contribution:

- **Contribution Margin:** \$14,325,489

Financial Projections:

The projections below consider a stable undergraduate enrollment for the next five years and the expansion of the master's program to 1500 FTE in Year 5. This effect is mainly on Master Student Tuition. For the Government Grants and Lab and Other Fees, we estimated a 3% and 20% growth respectively.

Projected Student FTEs

		year 1	year 2	year 3	year 4	year 5
	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
UG/GC FTE	2500	2870	2870	2870	2870	2870
Master enrollment	6	400	750	1200	1350	1500
Total enrollment all programs	2506	3270	3620	4070	4220	4370
Total full time faculty members	13	31	34	37	40	43

Projected Revenue Growth:

	year 1	year 2	year 3	year 4	year 5
Revenue					
Domestic UG Student Tuition	\$1,267,804	\$1,267,804	\$1,267,804	\$1,267,804	\$1,267,804
International UG Student Tuition	\$26,345,000	\$26,345,000	\$26,345,000	\$26,345,000	\$26,345,000
Master Student Tuition	\$8,000,000	\$15,000,000	\$24,000,000	\$27,000,000	\$30,000,000
Government Grants	\$1,014,755	\$1,045,198	\$1,076,554	\$1,108,850	\$1,142,116
Lab and Other Student Fees	\$904,800	\$1,085,760	\$1,302,912	\$1,563,494	\$1,876,193
Yearly Total	\$37,532,359	\$44,743,762	\$53,992,270	\$57,285,149	\$60,631,113

Total Projected Revenue in year 5: \$60,631,113 (a 174% increase compared to Current Financial State)

Expenses:

- Assuming a 5% yearly growth in Salary and Benefits of existing faculties and \$100,000 per new recruitment of faculties members. We also estimated a 20% growth per year in International Student Recovery and International Agent Commissions. In addition, we added cost for the Transition to Independent Faculty (8 million in total) for the next 5 years including Laboratory Upgrades, Research Facilities, Technology Infrastructure, and additional facilities to accommodate expansion.

	year 1	year 2	year 3	year 4	year 5
Expenses					
Salaries and Benefits	\$7,609,751	\$8,290,238	\$9,004,750	\$9,754,988	\$10,542,737
International Student Recovery	\$696,119	\$835,343	\$1,002,411	\$1,202,893	\$1,443,472
International Agent Commissions	\$3,121,189	\$3,745,427	\$4,494,512	\$5,393,415	\$6,472,098
Costs for Transition to Independent Faculty	\$1,500,000	\$1,545,000	\$1,591,350	\$1,639,091	\$1,688,263
Yearly Expense	\$12,927,059	\$14,416,008	\$16,093,024	\$17,990,387	\$20,146,570

Total Projected Expenses in Year 5:

Total Projected Expenses in year 5: \$20,146,570

Net Contribution at end of Year 5:

Projected Net Contribution: \$60,631,113 - \$20,146,570 = \$40,484,543 (183% increase comparing to Current Financial State)

Naming and Recognition Policy

Closed Agenda: 30 May 2024

PURPOSE:

PREPARED BY:

Approval Discussion Information

Colin Wilson, Director Strategic Advancement

Craig Fowler, VP of Growth, Innovation and External Relations

MOTION: That the Board of Governors approve the revised Naming and Recognition Policy as presented as recommended by the Risk & Finance Committee.

Considerations:

- The Board of Governors is asked to provide any feedback (as necessary) in consideration of the revised policy in meeting the needs of the University.
- The Board of Governors is asked to consider the reputational risks associated and confirm that the revised policy outlines appropriate mitigation strategies.

2.0 EXECUTIVE SUMMARY

This policy has been updated to provide clear and consistent directives to Staff and Management when tasked with the naming and recognition of University assets (tangible and intangible). Several new principles and provisions have been added to the policy since its last update in June 2017, resulting in significant changes to its format and content. The revised policy will provide the following:

1. Ensure that naming opportunities are allocated equitably, consistently, and appropriately.
2. Guide meaningful dialogue and open discussion with donors and other individuals regarding naming opportunities.
3. To optimize the limited number of physical spaces available to be named.
4. Describe the procedure for removing recognition/signage when a pledge or commitment is unfulfilled.
5. Identify measures to protect the reputation of Algoma University.
6. To monitor and ensure all naming rights decisions and agreements follow the agreements established.
7. Alignment with University Special Mission, vision and strategic priorities, including but not limited to ensuring naming is consistent with the University's commitment to a diverse, equitable, inclusive and anti-racist community, which is indigenized and decolonized.
8. Once approved, will supersede any and all other Naming of University assets policy, procedures or related documentation, including those issued in June 2017 and listed in the Attachments.

The Risk & Finance Committee reviewed the proposed policy, and following minor revisions, recommended that the Board of Governors approve the policy as presented.

3.0 ALIGNMENT WITH UNIVERSITY STRATEGY

This policy is aligned with the following Strategic Direction(s) from the [2023-2026 Strategic Plan](#):

#4: Continue to Build Inclusive and Inspiring Teaching, Learning, and Working Environments ▾

This policy is being recommended in alignment with the priority to invest and refine our systems and processes to support the growth of the University. Through this policy, the Advancement Department is able to name physical property, endowment funds, student awards, academic units, and research chairs as a way to recognize exceptional contributions, whether philanthropic or honorific.

4.0 ANALYSIS

This policy is a standard practice in the post-secondary sector and it is important to have a clear process when naming academic entities and assets via philanthropic contributions. Algoma University's existing policy is outdated and does not provide clear and concise direction.

5.0 RISK IMPLICATIONS

Senior Executive, Legal Counsel and Management members have reviewed the revised policy. We do not foresee any significant risk implications.

6.0 FINANCIAL IMPLICATIONS

There are no financial implications.

7.0 COMMUNICATIONS STRATEGY (*OPTIONAL*)

There is no required communications strategy. Once approved, the revised policy will be located on the AU website.

8.0 ATTACHMENTS

Revised Policy being proposed for Approval:

1. BO8 Naming and Recognition Policy

The following documents are supplementary to the policy and are provided for informational purposes only, without necessitating board approval.

Important Note: As of today, these supplementary documents are in draft version and will be finalized by the teams in the upcoming weeks.

2. BO8 Naming and Recognition Policy - Procedures (DRAFT)
3. Standard Operating Procedure Relating to Gift Acceptance Policy

Previous policy & related documents to be archived upon approval of the revised version:

4. [Previous Naming and Recognition Policy](#) (Link)

Naming and Recognition Policy

Category:	Board of Governors
Number:	BO8
Responsible Officer:	Vice President of Growth, International & External Relations & Vice-President Nyaagaaniid, Anishinaabe Initiatives, Equity and Student Success
Responsible Office:	Board of Governors
Last Update:	Board, June 2017
Approval date:	May 30th, 2024 (the date BOG approves this update)
Amendments:	To be reviewed every five years or as circumstances or legislation warrants.

1. PURPOSE

- 1.1. This Policy has been adopted as a means of ensuring that the purposes and the principles that guide the naming of University assets – including re-naming and revocation of a name - are clearly articulated, understood, and equitably applied.
- 1.2. The naming and recognition of an asset is of considerable significance to the University. A naming reflects how the University and its community perceives itself, its evolving mission and its values. Processes concerning naming and the decisions arising from these processes must be thoughtful, consistent, and equitable.

2. SCOPE

- 2.1. This policy applies to all philanthropic naming, transferring an existing name, renaming or revocation of named assets at the University, and to all individuals responsible for

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receiving or managing requests for recognition through naming the University.

- 2.2. Within the scope and in conjunction with Treaty rights and Aboriginal rights, commonly referred to as Indigenous rights, recognized and affirmed in section 35 of the Constitution Act, 1982, the Algoma University Act, Special Mission 4.b., the United Nations Declaration on the Rights of Indigenous Peoples (2007) Article 13, the right to designate and retain names for places and the Truth and Reconciliation Commission Calls to Action (2015), the University acknowledges that campuses are located on the traditional and lands of the Anishinaabeg, Mushkegowuk, Inniniwuk and the Métis Nation, on sacred lands set aside for education as envisioned by Chief Shingwauk for Anishinaabe children and for those yet unborn.
- 2.3. The University acknowledges that recognition and use of historical and contemporary names is an important role in the safeguarding, preservation and revitalization of Indigenous cultural heritage and therefore directly related to the pursuit of the Special Mission.

3. DEFINITIONS

Assets: refers to assets that are tangible (physical form) or academic entities (intangible/non-physical form). It also refers to such other entities or assets that the University may see fit to grant a Naming.

Academic Entities: assets that are intangible or not physical, including:

- Academic units (faculties, departments, schools, institutes and centers)
- Academic programs
- Fellowships, Chairs, Lectureships
- Research
- Events both academic (e.g. lectures, symposiums, conferences, etc.) and non-academic (e.g. athletic and other extracurricular events)
- Scholarships, bursaries and other funds to support or recognize students through awards

Bestowed: means a name that has been given to the University by one or more local Indigenous communities, and such communities have consented for the University to use that name and the name has been determined following section 4.4 of this policy.

Capital Project: To construct either new property or facilities or make significant, long-term

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renewal improvements to existing property or facilities.

Honorific Naming: Naming to confer or imply honour or respect, generally involving the recognition of outstanding individuals distinguished in character or attainments. Individuals or groups may contribute gifts associated with honorific naming or may be supported by designed funds. It may include a major contribution to the development of Algoma University, which enhances its status as an academic institution. It may be in honour of a person who has given extraordinary, distinguished service to the University. It may be in honour of preserving historical and cultural traditions of significance to the University.

Naming: The process of giving a name to an asset of the University.

Philanthropy: The effort to increase the well-being of humankind, commonly through charitable gifts in the form of donations of money, goods or services, or contributions such as voluntarism, in-kind services, sharing expertise etc.

Philanthropic Naming: Naming in recognition of an act of philanthropy, generally defined as a charitable gift to the University.

Special Projects: Projects which fall outside the accepted scope and parameters of primary academic and administrative operations. In most cases, they require external funding but usually do not require a capital campaign.

Special Mission: means the Algoma University Special Mission as defined by the Algoma University Act, 2008, Part II section 4.

Tangible Assets: assets that have a physical form, including:

- Physical property and facilities in entirety (new and existing) or substantial parts (wings, floors, auditorium, lounges, classrooms, etc)
- Walkways, roadways, gardens, structures and other green spaces
- Meeting rooms and spaces within existing and new buildings
- Libraries or part of the library and other collections of significant size and continuing scientific, historical, artistic or cultural value
- Athletic fields or facilities
- Residence halls

4. POLICY

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- 4.1. This policy governs philanthropic naming, transferring an existing name, renaming or revocation of named University assets.
- 4.2. The named individual or entity shall meet all of the criteria set out under either Type A or Type B:
 - 4.2.1. Type A
 - have made a philanthropic gift to the University that complies with University funding minimums and standards in effect as set out in the appendix; and
 - the gift is compliant with all applicable University policies; and
 - exemplifies integrity and carries a sound reputation, one that aligns with, matches or elevates the reputation of the University.
 - 4.2.2. Type B
 - have made exemplary or meritorious service contributions to the University or the community as determined by the authority of the Board of Governors; and
 - bears special relationship to the University or surrounding communities; and
 - exemplifies integrity and carries a sound reputation, one that aligns with, matches or elevates the reputation of the University.
- 4.3. Naming and recognition decisions shall align with the University’s values, and strategic priorities. Naming is consistent with the University’s commitment to a diverse, equitable, inclusive and anti-racist community, which is indigenized and decolonized, and which observes the interests of the planet and the life it sustains.
- 4.4. Naming and recognition practices shall be consistent with the Special Mission, the United Nations Declaration on the Rights of Indigenous Peoples (2007), Article 13, the right to designate and retain names for places and the Truth and Reconciliation Commission Calls to Action (2015) and shall:
 - 4.4.1. demonstrate meaningful engagement and consultation
 - 4.4.2. acknowledge that Indigenous Peoples have always used names for places and geographical features, in accordance with traditional naming practices and conventions
 - 4.4.3. acknowledge that the official recognition and use of historical and contemporary Indigenous place names plays an important role in the safeguarding, preservation

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and revitalization of Indigenous cultural heritage, and

- 4.4.4. where proposals include reference to Indigenous Peoples, histories, geographies, art, languages, signage or request Bestowing an Indigenous name to buildings, positions, endowments, scholarships or programs, and/or reference to the Special Mission, naming and recognition must adhere to the related procedures on Bestowing Indigenous Naming for University Assets.
- 4.5. Naming and recognition decisions shall be free from conflict of interest such as, but not limited to, the following:
 - 4.5.1. There is no actual or perceived influence or conflict of interest on the University’s academic, financial or research priorities; and
 - 4.5.2. Proposed names of a private or commercial company will not mean an endorsement of that private or commercial company or their affiliated products, and will not include their private or commercial logos or symbols. Proposed names from such companies will instead intend to recognize the Philanthropic gift they made to the University assets; and
 - 4.5.3. Proposed names shall be in compliance with all applicable University’s policies and procedures.
- 4.6. The Board of Governors of Algoma University has the authority to name, rename and/or revoke a name for new or existing buildings, parts of buildings and any University assets, provided that all naming related proposals adhere to 4.5.3.
- 4.7. The University shall prepare and execute a written agreement between the University and the intended honouree or their legal representative, including:
 - 4.7.1. a payment schedule; and
 - 4.7.2. a defined and limited term of agreement; and
 - 4.7.3. minimum terms and conditions as outlined in Appendix A

5. RELATED LEGISLATION, POLICIES & OTHER RESOURCES

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- 5.1. This policy is to be read in conjunction with the University’s Gift Acceptance Policy.
- 5.2. Section 35 of the Constitution Act, 1982
- 5.3. The Algoma University Act, Special Mission 4.b.
- 5.4. The United Nations Declaration on the Rights of Indigenous Peoples (2007) Article 13, the right to designate and retain names for places
- 5.5. Truth and Reconciliation Commission Calls to Action (2015)
- 5.6. BO8 Naming and Recognition Policy - Procedure
- 5.7. [BO8 Naming & Recognition Policy -Naming Opportunities Financial Table](#)

POLICY APPENDICES

APPENDIX A - MINIMUM TERMS AND CONDITIONS

The below outlines examples of the terms and conditions, but is not an exhaustive list:

- 1. A minimum of 25% of the total Pledge commitment shall be received prior to installation.
- 2. The University reserves the right to change, relocate, or remove a name from a University asset at any time during the term of the agreement in the following circumstances:
 - 2.1. At any time at the University’s sole discretion if the named entity or individual ceases to be compliant with the requirements as outlined herein; or
 - 2.2. The named University asset undergoes demolition, renovation or is repurposed within the University; or
 - 2.3. In situations where no financial donation was involved in the original naming.
 - 2.4. The University, at its sole discretion, may offer an alternative location and/or first right of refusal to the donor or their descendants to make a philanthropic gift in certain circumstances where a change, relocation or removal of a name has been deemed necessary.
- 3. The University reserves the right to transfer, re-name, or revoke a name from a University asset at any time during the term of the naming gift agreement:
 - 3.1. if the named entity or individual ceases to be compliant with the requirements as outlined in this policy and related documents
 - 3.2. if the named University asset undergoes demolition, renovation or is repurposed

Effective:	Revised:	Superseded #:	Page #:
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within the University, and/or

- 3.3. in situations where no financial donation was involved in the original naming.

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Proposed Naming Opportunities Algoma University

Public or Teaching Areas

Naming of Building	\$5,000,000
Atrium	\$500,000
Naming of Floors / Wings	\$1,000,000 - \$2,000,000
Labs	\$50,000-\$500,000
Lab Prep Room	\$10,000-\$25,000
Lecture Theatre in Convergence Centre	\$100,000-\$250,000
Library - Study Rooms	\$15,000
Classrooms (24 seat capacity)	\$50,000-\$100,000
Classrooms (40 seat + capacity tiered)	\$100,000-\$250,000
Multi-purpose meeting rooms	\$25,000-\$50,000
Undergraduate Teaching "Dry/Wet" Labs - Convergence Centre	\$100,000-\$200,000
Student Lounges	\$25,000
Residence Building	\$500,000-\$1,000,000

Proposed Ranges

Endowment Categories

Chair	\$500,000 - \$1,000,000
Professorship	\$100,000
Faculty Fellowship	\$250,000
Lecture Series	\$150,000 - \$250,000

Proposed Ranges

Academic Areas

Faculty	<i>Senate and Board Approval</i>
School	<i>Senate and Board Approval</i>
Academic Department	<i>Senate and Board Approval</i>
Centre	\$500,000-\$1,000,000
Institute	\$500,000-\$1,000,000

Proposed Ranges

BO8 Naming and Recognition Policy - Procedures

1. Naming, Renaming, Transfer or Revocation Requests

- 1.1. Naming, renaming, transfer or revocation requests are submitted to the Director of Strategic Advancement & Alumni Affairs Team using terms and conditions and other relevant documentation.
- 1.2. Whereas proposals include reference to Indigenous Peoples, including but not limited to histories, geographies, art, words, signage, a request to Bestow an Indigenous name to buildings, positions, endowments, scholarships or programs, and/or reference to the Special Mission, the Director of Strategic Advancement & Alumni Affairs Team shall adhere to the section 5.2 of the policy.

2. Bestowing Indigenous Naming for University Assets

- 2.1. Whereas proposals include reference to Indigenous histories, geographies, art, words, signage, or request Bestowing an Indigenous name to buildings, positions, endowments, scholarships or programs, and/or reference to the Special Mission, the Director of Strategic Advancement & Alumni Affairs Team shall forward the proposal to the Vice-President Nyaagaaniid.
- 2.2. The Vice-President Nyaagaaniid or delegate shall
 - review the proposal and consult Indigenous Council
 - consultation must be from the traditional territory in which the proposed asset is located, garnering written endorsement
 - whereas the request references Shingwauk Residential School specifically, the Vice-President Nyaagaaniid shall consult the CSAA
 - recommend or decline proceeding with a request for a Bestowed name to the President, including written endorsement with the proposal.
- 2.3. The President shall present this recommendation to the Board of Governors for review and approval.
- 2.4. Following Board approval, the Vice-President Nyaagaaniid or delegate shall approach language speakers from the territory in which the naming proposal is requested, according to proper protocol from that territory, and request a Bestowed name.
- 2.5. If there is a Bestowed name chosen, the VP Nyaagaaniid will advise the Director of Strategic Advancement & Alumni Affairs Team of the name and how it must be implemented through written instruction including any cultural protocols and considerations, spelling, phonetics, communications, public announcement, signage and exclusions of use.

3. Coordination and Management of Naming, Renaming, Transfer or Revocation Proposals

3.1. The Strategic Advancement & Alumni Affairs Team, under the direction of the Director and the Vice-President Growth, International and External Relations shall:

- coordinate and manage all naming, renaming, transfer or revocation proposals and relevant documentation to be approved
- maintain appropriate naming records, including but not limited to copies of the naming proposal, naming gift agreement, records of decisions regarding naming, Bestowed Indigenous Naming endorsements and agreements and other relevant documents
- ensure confidentiality of donor information as per privacy policies
- provide reports on naming, transfer, renaming or revocation of University assets, as requested, and
- demonstrate policy compliance to the Board of Governors or its delegates, in all naming requests.

4. Philanthropic Naming, Transferring an Existing Name, Renaming or Revocation of a Name

4.1. The Strategic Advancement & Alumni Affairs Team, under the direction of the Director and the Vice-President Growth, International and External Relations shall coordinate and manage philanthropic naming of University assets, transferring an existing name to another University asset, or renaming or revoking a name.

4.2. Philanthropic naming of University assets, transferring an existing name to another University asset, or renaming or revoking a name requires:

- a written and signed naming gift agreement between the University and the intended honouree or their delegate
- a payment schedule
- a terms and conditions agreement, and
- a duration of naming of University assets for a defined and limited period of time,
- conditions for naming and recognition
- shall be approved by the Board of Governors.

5. Honorific Naming of University Assets

- 5.1. The Vice-President of Growth, International & External Relations and Director of Strategic Advancement shall
- coordinate and manage written proposals for honorific naming, renaming or revoking a name of University assets, in consultation with the Vice President of Academic & Research and/or Dean, and the President and the Vice-Chancellor, and
 - seek approval by the Board of Governors.

6. Revoking Naming From A University Asset

- 6.1. If a naming in recognition of a philanthropic donation is revoked, the University shall
- adhere to the Income Tax Act and Canada Revenue Agency guidelines
 - at the discretion of the University offer an alternative location and/or first right of refusal to the donor or their descendants to make a philanthropic gift in certain circumstances where a change, relocation or revocation of a name has been deemed necessary
 - follow reporting and approval processes outlined in the policy, and
 - document in writing, the mutual understanding and approval, signed by both parties.

7. Communications, Public Announcement and Signage

- 7.1. The VP of Growth, International and External Relations or designate shall ensure signage acknowledging honourees adheres to a generally uniform design and aligns with University's branding guidelines.
- 7.2. Whereas proposals include reference to Indigenous histories, geographies, art, words, signage, or request Bestowing an Indigenous name to buildings, positions, endowments, scholarships or programs, and/or reference to the Special Mission communications, public announcement and signage will adhere to section 5.2 of the Policy.

8. Inventory of Names of University Assets

- 8.1. The Finance Department shall maintain and update a complete inventory of names of University assets and the Naming Opportunities Financial Table.

Standard Operating Procedure Relating to Gift Acceptance Policy

Category:	Administration
Number:	AD5
Responsibility:	Director of Strategic Advancement
Parent Policy:	Gift Acceptance Policy
Approval:	Vice-President Finance and Operations
Original Date of Approval:	
Amendments:	To be reviewed every five years or as circumstances warrant.

GUIDELINE FOR ACCEPTANCE OF GIFTS

Algoma University (the University) is a registered charity and complies with all requirements of the Income Tax Act, regulations, publications and guidance from the Canada Revenue Agency (CRA).

If at any time there is a conflict between CRA requirements and this procedural guideline, CRA requirements will supersede.

PURPOSE

This Guideline serves as a set of standards for the Department of Strategic Advancement and Alumni Affairs at the University regarding the stewardship of current and future gifts to the University. This guideline is intended to ensure donors' intentions are honoured, gifts are acknowledged in a consistent and timely manner, donors are properly recognized and relationships between Algoma University and its donors are enhanced. The desired outcome is to ensure that there is a consistent set of guidelines pertaining to the recognition of philanthropic gifts, and to establish a plan to recognize future leadership gifts to Algoma University.

Recognition of a gift can encourage others to do the same. However, the Department of Advancement and Alumni Affairs will honour a donor's desire to remain anonymous in their gift recognition.

PRINCIPLES and RESPONSIBILITIES

The Manager of Advancement and Development Officer(s) are responsible for ensuring proper acknowledgement, donor recognition, and stewardship of donors to Algoma University and for facilitating gift acknowledgement by additional members of the University community where appropriate.

GIFT AGREEMENT GUIDELINES

A Gift Agreement between the donor and the University (or approved written documentation in accordance with these guidelines) is prepared when:

- For all gifts which dictate the creation of a uniquely designed donor fund
- For all annual and endowment gifts
- For all pledges involving multi-year commitments
- For all gifts that include naming or other commitments from the University to the donor beyond standard stewardship giving levels

In the cases where a single gift is directed to an existing endowed donor fund, a gift agreement may not be required, but it is recommended that a Gift Authorization Form is signed by both the University and the Donor.

Gift Agreements will be kept on file (hardcopy) and a copy with the CRM system of the Strategic Advancement and Alumni Affairs.

APPROVALS

In all cases, the Strategic Advancement and Alumni Affairs department is responsible for drafting the gift agreement terms and conditions with annual reviews from the Office of the Financial Aid Office and Finance Departments. Correspondence will be kept on file of these approvals for the lifetime of the gift.

The following signatures are required for all gift agreements with the University:

- The Donor
- The Director of Strategic Advancement
- The Vice-President of Growth, Innovation and External Relations when the Director of Strategic Advancement is unavailable
- The President and Vice-Chancellor signs Gift Agreements valued at \$1,000,000 and above.
- In rare circumstances, where the nature of the gift recommends additional signatures due to a unique impact, such signatories can be added at the discretion of the Vice-President of Growth, Innovation and External Relations

RECOGNITION

Donor Recognition

The University will recognize individuals, businesses, organizations who make an enduring contribution to the institution. In appreciation of those gifts, the University will offer commemorative and honorary naming opportunities and establish recognition levels that ensure contributions become a permanent part of the University's legacy.

A Gift Agreement must be fully executed before installation. It shall stipulate and confirm the following:

- the duration of the naming opportunity
- any public acknowledgement, plaque and/or announcement
- compliance with this policy and all applicable terms and conditions

A donor recognition plan and system has been developed that is unique to the institution and its objectives. The plan is consistent with the established methods of recognition for all University fundraising projects and in keeping with the Strategic Advancement and Alumni Affairs's Donor Stewardship Plan.

The cost of recognition items, materials and events related to donor and leadership recognition will be part of each fundraising budget. The University will honour a donor's desire to remain

anonymous in their gift recognition. These donors will be recognized as “anonymous” in all forms of giving categories and additional public recognition.

Naming Authority Table

Proposed Naming For	Additional Approval Required
A single academic department or School within the University	Dean of the department or School and the Vice President Academic and Research
A university space, property or asset in recognition of a donation valued between \$1 million and \$2.5 million	President
Shingwauk Indian Residential School rooms, spaces, floors or Building	Vice President, Nyaagaaniid-Anishinaabe Initiatives, Equity and Student Success
A university property, building or wing	Board of Governors

Naming Protocols

If a feature has an Anishinaabe connection or is named for an Anishinaabe person, appropriate language should be used as a matter of decorum.

If a feature is named after a living person, it should be consulted as a matter of respect. Honorific recognition through naming may be extended to individuals who have made an exceptional personal contribution to the University or the community in general. In such cases, written proposals shall be submitted to the Vice-President of Growth, Innovation and External Relations and Director of Strategic Advancement, who shall, following consultation with the Vice President of Academic & Research and/or Dean, make a recommendation to the President and Vice-Chancellor for final approval.

Recognition Levels and Benefits

The University will adhere to the existing University Gift Acceptance Policy (*Approved November 25, 2021*) and will provide recognition based on the Donor Recognition Schedule. Benefits related to each level reflect the impact of the donation to the University, and the importance of the donation in achieving Algoma University's goals.

A donor's gift to the University for the annual and/or other specially named campaigns will be recognized in one of the following gift societies:

Visionary	\$1,000,000+
Innovator	\$500,000 - \$999,999
Founder	\$100,000 - \$499,999
Benefactor	\$25,000 - \$99,999
Governor's Circle	\$10,000 - \$24,999
Chancellor's Circle	\$5,000 - \$9,999
President's Circle	\$2,500 - \$4,999
Dean's Circle	\$1,000 - \$2,499

A press release may be issued on gifts where the permission of the donor is given and the size of the gift is appropriate.

Annually, Algoma University may hold Donor Recognition events.

Tax Receipting and Acknowledgement

All donations received shall be recorded by the Department of Strategic Advancement and Alumni Affairs donor database and issue charitable donation receipts on the University's behalf.

A charitable tax receipt, signed by the Director of Strategic Advancement, will automatically be issued for donation of \$20.00 or more, for those gifts that meet Canada Revenue Agency's (CRA) definition of a charitable donation. All tax receipts will be issued in accordance with CRA requirements and guidance.

For pledge commitments, the gifts are receipted for the payments made as they are received by the University.

In addition to the charitable tax receipt, gifts to the University shall be acknowledged as follows:

The Manager of Advancement or the Development Officer shall provide a personal thank you for all gifts including:

- Acknowledgements for gifts of \$5,000 and over shall be provided by the appropriate Dean or Department Head for a personalized thank you.
- Acknowledgements for gifts of \$25,000 and over shall be provided by the appropriate Vice-President of Academics and Research (VPAR) and acknowledgement in the Algoma U Magazine.
- Acknowledgements for gifts of \$100,000 and over shall be provided by the President and Vice-Chancellor; and a featured story in the Algoma U Magazine.
- Acknowledgements for gifts of \$250,000 and over shall be provided by the Chancellor and Board of Governors Chair; and a featured story in the Algoma U Magazine.
- Gifts of over \$250,000 - Naming Recognition Opportunities; featured story in Algoma U Magazine, Press Release announcing gift and Algoma U to host a recognition event.

Stewardship

In addition to gift acknowledgements, the University may recognize donors through a media press release announcement or special event and any other ongoing donor and stewardship opportunities. This will strengthen the link between the donor and the institution to build trust, confidence in the mission, credibility and gratitude through acknowledgement, recognition and accountability.

Each year, Algoma University will provide its donors with an annual financial report on the performance of their endowed funds, including the student recipient of the scholarship or bursary award.

Donors of Endowed or Annual Awards shall receive an invitation to the Annual Student Awards (*Scholarship and Bursaries*) Ceremony.

Planned Giving

Algoma University will acknowledge a Legacy gift which includes:

Gifts of benevolence from individuals who have indicated that Algoma University has been named in a bequest, insurance policy, RRSP/RRIF, gift annuity or other charitable planned vehicle will be recognized as a member of (***Name of Legacy Society TBD***).

Donors who have been named to this recognition program may also be members of one of the above named giving societies that recognize outright giving to Algoma University.

Documented bequests, life insurance gifts and other planned giving vehicles that have been confirmed through the **signed intent agreement** should be acknowledged by a signed letter from the President & Vice-Chancellor or designated within four weeks (4) of notification. The Vice-President of Growth and External Relations will ensure that the President & Vice-Chancellor has been notified of any planned gift made to Algoma University.

Tribute Gifts

Gifts received in honour or memory of a special individual will be recognized at the appropriate level, according to donor wishes.

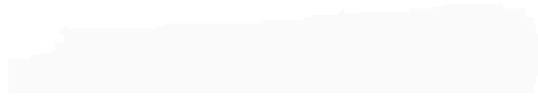
RETURN OF GIFTS

(Refer to Gift Acceptance Policy)

Once a gift is completed, it is the property of the University and cannot be returned unless the original gift intention has failed. Depending upon the circumstances, it may also be necessary before a gift is returned from the University to obtain authorization from a court in exercising its inherent jurisdiction in charitable matters, where necessary. Legal advice should always be obtained before a gift is returned.

Upon returning a gift to the donor, the University has 90 days to file an information return with CRA; only if a donation receipt has been issued and the gift has a fair market value over \$50.

RELATED POLICIES, PROCEDURES AND DOCUMENTS



[Government of Canada: Policies and Guidance about operating a registered charity](#)

[Gifts and Income Tax - 2022](#)

Fighting Against Forced Labour and Child Labour in Supply Chains

Open Agenda: 30 May 2024

PURPOSE:

PREPARED BY:

Approval Discussion Information

Kramer Rousseau, Vice President Finance & Operations
Rachel Tatasciore, Controller, Finance and Planning
Billi Grisdale-Briski, Manager Enterprise Risk, Policies and Insurance

1.0 ACTION

MOTION: That the Board of Governors approve the *Fighting Against Forced Labour and Child Labour in Supply Chains: Algoma University Annual Report 2024*.

2.0 EXECUTIVE SUMMARY

The Federal Government passed Bill S-211, the Fighting Against Forced Labour and Child Labour in Canadian Supply Chains Act (the “Act”) effective January 1, 2024. The purpose of the Act is “to implement Canada’s international commitment to contribute to the fight against forced labour and child labour through the imposition of reporting obligations on:

- a) Government Institutions producing, purchasing, or distributing goods in Canada or elsewhere; and
- b) Entities producing goods in Canada or elsewhere or in importing goods produced outside Canada.”

An entity is defined as a corporation or a trust, partnership, or other unincorporated organization that:

- a) Is listed on a Canadian stock exchange, or
- b) Has a place of business in Canada, does business in Canada, or has assets in Canada and that, based on its consolidated financial statements, meets at least two of the following conditions for at least one of its two most recent financial years:

- a) Had at least \$20 million in assets
- b) Generated at least \$40 million in revenue, or
- c) Employs an average of at least 250 employees.

Algoma University is an Entity, as defined by the Act, and must report to the Minister on or before May 31, 2024 outlining the steps we have taken as an institution during the fiscal year ending April 30, 2024 to prevent and reduce the risk of forced or child labour within the product of goods used or imported by AU.

Annually, The Act requires a questionnaire and Annual Report approved by AU’s Board of Governors, subsequently published to AU’s website. The report must contain the following information about the University;

- a) its structure, activities and supply chains;
- b) its policies and due diligence processes in relation to forced labour and child labour;
- c) the parts of its activities and supply chains that carry a risk of forced labour or child labour being used and the steps it has taken to assess and manage that risk;
- d) any measures taken to remediate any forced labour or child labour;

- e) any measures taken to remediate the loss of income to the most vulnerable families that results from any measure taken to eliminate the use of forced labour or child labour in its activities and supply chains;
- f) the training provided to employees on forced labour and child labour; and
- g) how the University assesses its effectiveness in ensuring that forced labour and child labour are not being used in its activities and supply chains.

3.0 ALIGNMENT WITH UNIVERSITY STRATEGY

This item is aligned with the following Strategic Direction(s) from the [2023-2026 Strategic Plan](#):

#2: Learn From, In and With Community ▾

#4: Continue to Build Inclusive and Inspiring Teaching, Learning, and Working Environments ▾

4.0 ANALYSIS

The Fighting Against Forced Labour and Child Labour in Canadian Supply Chains Act (the “Act”) effective January 1, 2024 (previously Bill S-211) requires that AU report to the Minister on or before May 31, 2024 given AU meets the definition of an entity.

Ontario University Professional Procurement Management Association (OUPPMA) collective interpretation aligns with Algoma U’s findings, that Ontario universities meet the definition of an entity, and thus all universities within OUPPMA will submit the annual report. We have reason to believe some institutions may be filing late, or may feel they are not compliant.

Leadership of Finance and Planning (Controller, Manager Procurement, Manager Risk & Insurance) met with legal counsel, Borden Ladner Gervais LLP (“BLG”) to discuss ministry intentions, requirements of the report, and potential risk(s) to our institution. Given the Ministry of Public Safety Canada has published updated [guidance](#) and [FAQs](#), the Ministry presents itself as focused on education this year (less on compliance).

5.0 RISK IMPLICATIONS

Approved Risk Appetite Levels		
Reputation (high appetite)	Financial (moderate appetite)	Compliance (low appetite)
✓ - within tolerance	✓ - within tolerance	✓ - within tolerance

We recognize the risks of forced labour and child labour in the supply chains for goods and services procured by the university. However, we believe the university’s Reputational exposure to this risk is relatively low, given the volume of goods we import from countries with reported controversial labour practices is minimal. Furthermore, the spend on goods and services outside of Canada is also low; therefore the Financial risk associated with the use of forced labour and child labour in our supply chain is minor due to our low volume of goods imported. While our appetite for Compliance risk is very low, we are confident that the planned improvements for the coming year will show the University to be in good standing with *the Fighting Against Forced Labour and Child Labour in Supply Chains Act*.

Looking ahead, data collection and risk analysis on the categories of goods that are most widely used in our context will be undertaken by reflecting upon the product categories we import and their countries of origin. We will review policies and processes, establish key performance indicators (KPIs), and raise awareness. To this end, the university is committed to developing specific training, beginning with procurement services, and expanding over time to include major stakeholders and suppliers involved in our supply chain activities.

6.0 FINANCIAL IMPLICATIONS

“Organizations that fail to submit a satisfactory annual report or make it public, obstruct a designated official, or fail to comply with an order from the Minister are guilty of a summary offence and liable to a fine of up to \$250,000. Senior executive teams and boards of directors also need to take note as every director or officer who directed, authorized, assented to, acquiesced, or participated in any of these offences will also be personally liable for the offence.”

8.0 ATTACHMENTS

Fighting Against Forced Labour and Child Labour in Supply Chains: Algoma University Annual Report 2024

Fighting Against Forced Labour and Child Labour in Supply Chains

Public Safety Canada Report

May 2024

Acknowledging Indigenous Lands

Algoma University respectfully acknowledges that its three campuses are located on the traditional lands of Indigenous Peoples. For thousands of years, Indigenous Peoples have inhabited and cared for these lands and continue to do so today.

The Sault Ste. Marie campus in Baawaating is the traditional territory of the Anishinaabek, specifically the Garden River First Nation and Batchewana First Nation, and home to the Métis, located in Robinson-Huron Treaty territory. Sault Ste. Marie is also home to many urban Indigenous Peoples.

The Brampton campus is part of the Treaty Lands and Territory of the Mississaugas of the Credit. We acknowledge the territory of the Anishinaabeg, the Huron-Wendat, Haudenosaunee and Ojibway/Chippewa peoples. This land is also home to the Métis and many urban Indigenous Peoples.

The Timmins campus is located on Treaty #9 territory, also known as the James Bay Treaty. It is the traditional territory of the Ojibwe/Chippewa, including the Mattagami First Nation, as well as the Mushkegowuk (Cree), Algonquin, and Métis Peoples.

Who we are

Established in 1965 as Algoma College, Algoma U was initially established as an affiliate of Laurentian University in Sudbury. In 1967, Algoma College began offering classes in portable buildings located at the Cambrian College site, now the site of Sault College. Algoma University College moved into its current location, the former Shingwauk Residential School building, in 1971.

In 2008, Algoma U was granted its charter and, with that charter, achieved full autonomous University status as Ontario's 19th public University. As part of this process, the Ontario provincial government passed the *Algoma University Act*, which established Algoma U as an independent degree-granting institution. Most recently, the Ontario provincial government passed Bill 79, the *Algoma University Amendment Act, 2019*. This legislative change allows Algoma U to begin the process of granting future undergraduate and post-graduate degrees, including those at the Masters and PHD levels.

Today, Algoma University services students on three campuses located in the communities of Sault Ste. Marie, Brampton (Greater Toronto Area), Timmins, and is currently serving students globally (representing 60 countries) who are studying virtually and in person. Algoma U provides over 30 academic degree programs in a diverse range of fields through four faculties (Business and Economics, Sciences, Cross Cultural Studies and, Humanities and Social Sciences).

Vision and Values

Special Mission

It is the special mission of the University to,

- a) Be a teaching-oriented university that provides programs in liberal arts and science and professional programs, primarily at the undergraduate level, with a particular focus on the needs of Northern Ontario, and
- b) Cultivate cross-cultural learning between Aboriginal communities and other communities, in keeping with the history of Algoma University and its geographic site.

Vision

Leading meaningful change for generations to come.

Values

- Algoma University values respect, diversity, and adherence to academic freedom.
- Algoma University values and responds to the unique context and developmental goals of each of its campus communities.
- Algoma University values the historical significance of the Shingwauk Site.
- Algoma University values a supportive experiential learning environment.
- Algoma University values community partnerships and intercultural exchange.
- Algoma University values excellence in scholarship, creative endeavours, and research.
- Algoma University values and integrates Anishinaabe and Indigenous worldviews.

The Seven Grandfather Teachings are commonly shared guiding principles of the Anishinaabe: Nibwaakaawin (wisdom), Zaagidiwin (love), Mnaadendimowin (respect), Aakodewewin (bravery), Gwekwaadiziwin (honesty), Dibadendizawin (humility) and Debwewin (truth).

Reporting Entity Summary

Reporting Entity Legal Name:	Algoma University
Financial Reporting Year:	May 1, 2023 - April 30, 2024
Business Number:	826630865
Location(s):	Sault Ste. Marie, Brampton and Timmins Ontario, Canada
Entity Categorization:	Entity (University)
Sector:	Public Sector / Higher Education
Identification of a revised report:	N/A
Identification of a joint report:	N/A
Identification of reporting obligations in other jurisdictions:	N/A
Students	13,600 Students (FTE)
Employee Count (full and part time)	565

Policies and Due Diligence

As the public procurement landscape evolves, emphasizing transparency, accountability, and social responsibility, Algoma University will continue to uphold high legal, ethical, and professional standards in procurement.

Procurement Services ensures compliance with procurement directives, legislation, and international trade agreements including;

- Ontario Broader Public Sector Procurement Directives, issued by Management Board of Cabinet (BPS),
- Canadian Free Trade Agreement (CFTA),
- Comprehensive Economic and Trade Agreement (CETA),
- applicable laws of Ontario including contract law, the law of competitive processes, privacy legislation, accessibility legislation and any other legislation that may be applicable.

Algoma U seeks procurement opportunities through collaborative frameworks like the Ontario Education Collaborative Marketplace (OECM) and other consortia, including

Supply Ontario Vendor of Record arrangements, to leverage collective purchasing power and achieve cost efficiencies.

The University's Procurement Policy is reviewed to ensure alignment with federal and provincial legislation, related regulations, and domestic and international trade agreements. The policy is principles-based and includes a Purchasing Code of Ethics applicable to all involved in procurement activities, both internally (administrators, faculty, and staff) and externally (suppliers).

As of April 1, 2024, Broader Public Sector Directives (BPS) outlines requirements under the Building Ontario Business Initiatives Act (BOBIA). Established by the Ontario government with the intention to give preference to Ontario businesses for the procurement of all goods and services, wherever feasible. Algoma U procurement frameworks, including policy and process improvements are underway to support this and ensure compliance.

Activities & Supply Chain

Algoma's core business activities revolve around the provision of educational services, advancing research initiatives, and community engagement. Related supply chain activities include goods and services required for operations across our campuses (facilities management, information technology, lab equipment), acquisition of goods for research, educational supplies, furniture for teaching and learning spaces, as well as ancillary services.

The University sources materials from established suppliers and vendors to support its educational and ancillary services. Most goods are procured from within Canada.

Algoma U's direct import of goods and services are minimal and include the following categories;

- books/textbooks
- research and laboratory supplies
- scientific equipment
- electronic equipment

Algoma U does not manufacture, produce or distribute goods for sale /resale.

Assessing Forced Labour and Child Labour Risks in Our Supply Chains

We recognize the risks of forced labour and child labour in the supply chains for goods and services procured by the University. However, we believe the University's exposure to this risk is low, given the volume of goods we import from countries with reported controversial labour practices.

Remediation Measures

Based on our knowledge, the University has not identified any instances of forced labour or child labour in our supply chains. Consequently, no remediation measures were required for the fiscal year ended April 30, 2024, in respect of any modern slavery, including forced labour or child labour.

The University has not taken any associated measures to remediate the loss of income to the most vulnerable families that result from measures taken to eliminate the use of forced labour or child labour in their supply chains.

Future Initiatives, Education & Training

As an institution of cross-cultural learning, we recognize our responsibility to raise awareness of the issue of forced labour and child labour both internally and externally. Algoma U is committed to ongoing training for staff on forced labour and child labour risks and best practices, beginning with procurement offices in fiscal 2024-2025. This initiative will expand to include other major stakeholders and suppliers involved in our supply chain activities.

Assess Effectiveness

The University recognizes that regular monitoring and assessment of our efforts to mitigate the risk of forced labour and child labour in our supply chain operations are critical. Algoma U's commitment to key performance indicators (KPIs) to align with our efforts in reducing these risks in our supply chains may include;

- Percentage of procurement staff trained
- Spend on imports from high-risk countries and product categories
- Number of contracts that include specific language regarding compliance with the university's code of ethics on forced labour and child labour

Approvals and Attestation

This report has been approved by Algoma University Board of Governors in accordance with the Fighting Against Forced Labour and Child Labour in Supply Chains Act.

Signature:

Name and Title: Kelli-Ann Lemieux, Vice Chair, Algoma University Board of Governors

Date: