



# Dean's Report to Faculty Council

Respectfully submitted by Peta Bonham-Smith, May 2022

## The College Planning Advisory Committee >

CPAC (4.0) met 6 times over the past academic year. Main business items included:

- Advising on COVID-19 issues and USask Safe Transition Plan
- Aligning updates from Dean's Executive portfolio plans with college plan's specific **commitments** >
- Working with ASSU and GSA leadership on "Students First" commitment
- Indigenizing the college
- Academic planning for Prince Albert campus
- Study Abroad
- Climate action and sustainability
- "Renew a Vision for the Fine and Performing Arts at the University of Saskatchewan" project
- Dean's List students meet and greets
- Next steps for CPAC 5.0 in 2022-23

We created our annual "Think Big – Be Bold" plan **progress report.** > and in March, we held the college's Third Annual "Think Big – Be Bold" **Celebration Day** >: a digital "takeover" of the college screens highlighting students who demonstrated resilience and positive and creative learning outcomes over the past year. Students were invited to participate in an **Instagram contest.** >

## Progress on Portfolio Plans

### KEY

- ▶▶ **FAST FORWARD** = completed or accelerated activity
- ▶ **PLAY** = in-progress/ ongoing
- || **PAUSE**



## Academic Plan



### Goal: Implement Curricular Renewal

#### Strategic Initiatives

- Indigenous Learning Requirement ▶
- Quantitative Reasoning Requirement ▶
- Writing in English Requirement ▶

### Goal: Increase undergraduate enrolment

#### Strategic Initiatives

- Partner with College of Medicine on Biomedical Sciences (BMSC) degree program ▶
- Support College of Engineering curricular renewal ▶
- Seek to attract and retain more students from the north, including those who may choose to pursue some or all of their studies in the north ▶
- Expand online and distance learning options, including complete degree options online and in remote locations, in partnership with regional colleges ▶
- Develop programming and student supports intended to attract and retain more international students ▶
- Encourage and support the development of multi-disciplinary “capstone” courses, research internships, and other options to attract, support, and enhance the college experience of high-achieving students ||

### Goal: Expand and Enhance Interdisciplinary Opportunities for Students

#### Strategic Initiatives

- Encourage interdisciplinarity by introducing more flexible degree templates and lowering curricular, regulatory, and administrative barriers to collaboration between programs and instructional units ▶▶
- Support the development of new undergraduate disciplinary certificate programs ▶▶
- Support the development of new undergraduate interdisciplinary certificate and degree programs ▶▶



## **Goal: Expand and Enhance Internationalization and Education Abroad Opportunities**

### Strategic Initiatives

- Increase undergraduate participation in education abroad initiatives ►
- Identify or develop at least one viable student exchange option for students in each department or program in the college ►
- Lower the ongoing academic, administrative, and financial barriers to creating, implementing, and participating in education abroad opportunities ►
- Collaborate with ISSAC and the International Office on new initiatives and partnerships, and on strategic and policy matters as they involve Arts and Science ►

## **Goal: Expand and Enhance Experiential Learning Opportunities**

### Strategic Initiatives

- Remove or reduce institutional barriers to developing and implementing community engagement, coops and internships, undergraduate research fellowships, and other experiential learning opportunities ►
- Partner with the university, other colleges, and external stakeholders to coordinate and resource the necessary administrative and other support services needed ►

## **Enrolment and Student Experience Plan**



## **Goal: Increase student enrollment through new student recruitment**

### Strategic Initiatives

- Run social media campaigns each year to attract more international students ►►
- Run targeted social media campaign coordinated with central recruitment to target students from Saskatchewan ►►
- Enhanced partnerships with regional colleges, especially for the purpose of recruiting upper-year students ►
- Promotional material for Indigenous student group visits ►►
- Develop short promotional and informational videos to promote our student services and programming initiatives ►►



## **Goal: Increase student enrollment through retention initiatives**

### Strategic Initiatives

- Continue to expand the FLEX learning community program ►►
- Expand the 'academic recovery' program in FLEX ►
- Implement early-alert advising program for students ►
- Alter 'Major Possibilities' career fair for major choice and declaration ►►

## **Goal: Increase the flexibility and accessibility of student advising**

### Strategic Initiatives

- Pilot an on-line advising platform ►
- Implement group advising sessions ►►

## **Goal: Increase participation in Student Outbound Mobility Opportunities**

### Strategic Initiatives

- Identify at least one study abroad opportunity for each one of our academic programs ►
- Develop a college-wide study abroad plan ►►
- Increase student awareness of existing study abroad opportunities ►►

## **Goal: Implement Co-Curricular records for the College and Departmental learning opportunities**

### Strategic Initiatives

- Establish a CCR review committee ►

## **Goal: Reduce the frequency and severity of Academic Misconduct**

### Strategic Initiatives

- Delivery of academic integrity seminars during orientation, particularly when orienting new international students ►
- Bathroom signs promoting academic integrity ►
- LCD screen messages promoting academic integrity ►►



## Faculty Relations Plan



### Goal: Indigenize faculty

- "Grow our Own Faculty": nurture our own Indigenous undergraduate/graduate students to become faculty members ▶
- Departments apply for funding/support for promising senior undergrads/MA candidates. Assist these students with funding for graduate courses and possibly funding for PhD training at another Canadian university ▶
- This program could and should lead to designated positions for these homegrown scholars ▶

### Goal: Growing Leaders

- Identification of leadership gaps, determine current and future leadership requirements, work on succession planning, develop leadership pipeline ▶
- Identify potential future leaders (encourage succession planning within departments) ▶
- Building leadership capacity such as Head's Up mentorship sessions ▶▶
- Coaching, mentoring, empowerment, job shadowing, rotational leadership on committees – identifying current leaders that can provide in these areas ▶

### Goal: "Improve" Diversity / Equity / Inclusion

- Updating department standards ▶
- Diversity programs for departments with tenure-track hires ▶
- Increasing diversity in departments ▶
- Develop structures and strategies to assist leaders in managing diversity ▶

### Goal: Improve Faculty Mentorship

- Modifications to existing new faculty mentorship program ▶▶



## Goal: Celebrate and Recognize Faculty Achievement

- Support events around college/ university award recipients and encourage award winners to hold talks to showcase their success ▶
- Recognition of retirements ▶
- Acknowledge outputs developed from sabbatical leave ▶

## Indigenization Plan

### Goal: Indigenizing and decolonizing the College of Arts and Science

- Opportunities for training aimed at raising awareness of and addressing racism in the workplace and the classroom ▶▶
- Work with the ASSU and the Indigenous Student Council to organize an annual anti-racism event/ campaign for all students ▶
- Establish a system for reporting and responding to instances of racism in the classroom and workplace ||
- Create an Indigenous space in a central, high visibility location ▶▶
- Change college standards for tenure and promotion to recognize the significance of community engagement, community-based research, and contributions to Indigenization ▶
- Support language retention and revitalization through various initiatives throughout the College, including signage and support for developing language-focused courses ▶
- Include an Indigenous course requirement in all college programs ▶▶



## Goal: Indigenous Student Success

- Increase efforts to recruit and support Indigenous students, including through the Indigenous Student Achievement Pathways (ISAP), ISAP STEM Pathways, and the 90-level courses in mathematics, chemistry, and physics, through the Trish Monture Centre ►►
- Honour cultural commitments and contributions in students' co-curricular records ►
- Courses will honour Indigenous pedagogies and learning strengths in assessment and instruction to privilege competencies and skills emphasized in Indigenous life-long learning curricula alongside knowledge emphasized in Western academic outcome-based curricula; course development will take into account accessibility and attractiveness to mature and parent student cohorts; increase opportunities for land-based education ►

## Goal: Faculty and Staff Recruitment and Success

- Indigenous Faculty Recruitment Strategy II
- Department and college standards will be revised to recognize contribution to Indigenization, Indigenous ways of knowing, and engagement with Indigenous communities. The College will actively strive at improving recognition, tenure and promotion, and retention of Indigenous faculty; value the role of our College and departments in developing junior faculty who successfully graduate to senior positions at other institutions ►
- In partnership with the Gabriel Dumont Institute (GDI), create and hire Research Chair in Métis Studies ►►
- Develop a program for appointing a community scholar(s) and elder(s)-in-residence II

## Goal: Establish a Centre for Indigenous Scholarship

- Establish a Centre for Indigenous Scholarship ►

## Goal: Strengthen partnerships with the community

- Explore the creation of an advisory circle to the Dean II



## Research, Scholarly and Artistic Work Plan



### **Goal: Improve Tri-Agency outcomes by increasing intensity of research, scholarly, and artistic work (RSAW)**

- Implement College's SSHRC strategy ▶
- Expand NSERC strategy ||
- Develop a college CIHR strategy ▶

### **Goal: Increase intensity of research, scholarly and artistic work by building upon our distinctive strengths**

- Identify our distinguishing strengths as a college ▶
- Incubate new multidisciplinary clusters ▶
- Encourage pursuit of larger-scale Tri-Council and other funding opportunities ▶
- Identify and create Research Chair opportunities in focus areas ▶▶

### **Goal: Foster Connections and Collaborations**

- Work with other colleges, centres and SRI to support institution-wide initiatives. Be good citizens in being quick to come to the table and to engage in partnerships ▶
- Work with Vice Dean Indigenous to develop new Centre for Indigenous RSAW ▶
- Create strategy for recognizing Community Engaged Scholarship ▶

### **Goal: Nurture a culture of RSAW by celebrating RSAW achievements and success**

- Develop an Honours, Prizes and Awards Strategy ▶▶
- Plan and execute appropriate celebration events ||
- Form and execute communications plans on RSAW progress, successes and impacts to a variety of stakeholders ▶





## Update on Arts and Science Project “Renew a Vision for the Fine and Performing Arts at the University of Saskatchewan”

The Project is being led by Professor Emeritus, Dr. Ernie Barber with support from Andrea Wasylow, Director of Planning and Communications, as Administrative Lead. The Executive Sponsors for the Project are Dr. Peta Bonham-Smith – Executive Sponsor and Dr. Airini, Provost and Vice-President Academic - President's Executive Committee Sponsor. The current Steering Committee, advisory to the Project Lead is comprised of the three Fine Arts Department Heads with additional members TBA. Development Teams in support of the Steering Committee are TBD.

The Project Charter (objectives and outcomes) is being drafted and near completion, with internal and external communications to follow in spring 2022.

Internal consultations, particularly with Fine Arts department heads, faculty and staff have been ongoing and implementation of a new organizational structure is expected for spring 2024.

### Contacts:

Project Lead: Dr. Ernie Barber [Ernie.Barber@usask.ca](mailto:Ernie.Barber@usask.ca) or

Administrative Lead: Andrea Wasylow [Andrea.Wasylow@usask.ca](mailto:Andrea.Wasylow@usask.ca)



# Communications: Highlights of 2021/22

## Our team

to provide communications and marketing expertise, strategies and tools to enhance college profile within global academic and research communities and among our diverse set of stakeholders.

Our top priorities for the year were student recruitment, retention and college advancement, and as such, we directly contributed to the “Think Big – Be Bold” plan progress, as reported to Faculty Council, May 2022.

We are proud to have strong working relationships with national communicators’ networks, and our colleagues in University Relations and Research Profile and Impact, and other colleges.

Meet our team

## Art&Science Magazine

The magazine for alumni and friends  
of the College of Arts and Science

6,000  
copies printed

23,400  
emailed





# Marketing and recruitment

## Certificate Programs

artsandscience.usask.ca/certificates

artsandscience.usask.ca/certificates

## Major Possibilities

Monday Mar. 14  
12:30 - 1:30 pm  
Tuesday, Mar. 15  
4 - 5 pm  
Wednesday, Mar. 16  
12:30 - 1:30 pm  
Thursday, Mar. 17  
2:30 - 3:30 pm  
Friday, Mar. 18  
12:30 - 1:30 pm  
NEATBY-TIMLIN THEATRE (ARTS 241)

MAJOR POSSIBILITIES



## Student Recruitment

artsandscience.usask.ca

### ARTS AND SCIENCE PREREQUISITES

Prerequisites are specific to the course that is being completed. Please refer to the course description for more information. Prerequisites are listed in the table below. Please refer to the course description for more information. Prerequisites are listed in the table below.

Course	Prerequisites
ARTS 100	None
ARTS 101	None
ARTS 102	None
ARTS 103	None
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ARTS 105	None
ARTS 106	None
ARTS 107	None
ARTS 108	None
ARTS 109	None
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ARTS 200	None

## Next Generation video

Financial managers  
Nanotechnologists  
Journalists  
Programmers  
Computer analysts  
Pharmacists  
Dentists  
Statisticians  
Speech language therapists  
Software developers

Full Video

## Applied Computing

artsandscience.usask.ca

### UNDERGRADUATE DEGREES

#### COMPUTER SCIENCE

A Bachelor of Science in Computer Science is a four-year program that provides students with a strong foundation in computer science and engineering. The program includes courses in mathematics, physics, and computer science. Students can choose to specialize in areas such as software development, data science, or artificial intelligence.

#### APPLIED COMPUTING

A Bachelor of Applied Science in Applied Computing is a three-year program that provides students with a strong foundation in computer science and engineering. The program includes courses in mathematics, physics, and computer science. Students can choose to specialize in areas such as software development, data science, or artificial intelligence.

### GRADUATE PROGRAMS

#### COMPUTER SCIENCE

A Master of Science in Computer Science is a two-year program that provides students with a strong foundation in computer science and engineering. The program includes courses in mathematics, physics, and computer science. Students can choose to specialize in areas such as software development, data science, or artificial intelligence.

#### APPLIED COMPUTING

A Master of Applied Science in Applied Computing is a two-year program that provides students with a strong foundation in computer science and engineering. The program includes courses in mathematics, physics, and computer science. Students can choose to specialize in areas such as software development, data science, or artificial intelligence.

CONTACT  
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## 2020 Vision Conference

20/21 VISION  
SPECULATING IN LITERATURE AND FILM IN CANADA

20/21 VISION  
SPECULATING IN LITERATURE AND FILM IN CANADA

AUG 19 7PM

HEADS AND TALES: DEBOSHI  
LITERARY SPECULATION  
IN CANADA

NEHALE STOROS LAIRD SHIMAMINE COMPTON

CLICK HERE TO REGISTER

20/21 VISION  
SPECULATING IN LITERATURE AND FILM IN CANADA

AUG 16 10:15AM

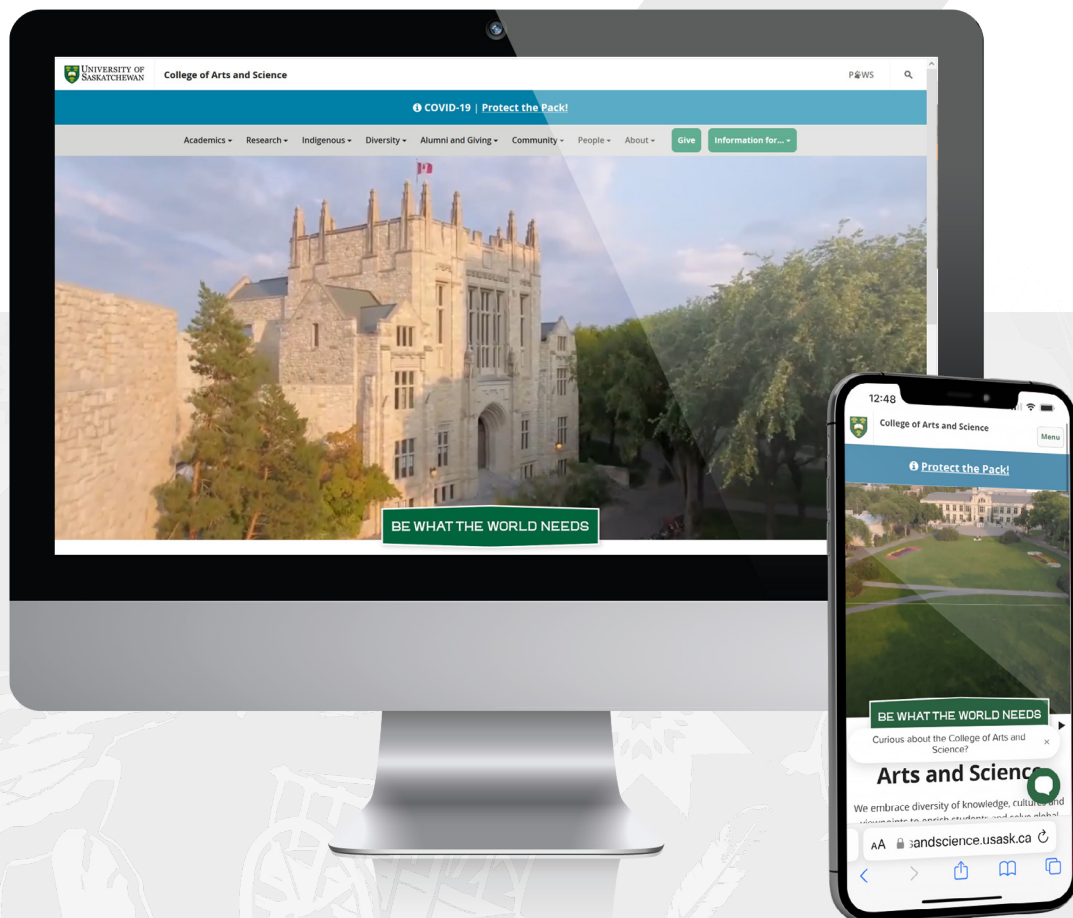
HEADS AND TALES: DEBOSHI  
LITERARY SPECULATION  
IN CANADA

CLICK HERE TO REGISTER



## Website refresh >

- The communications office and Arts and Science IT worked with stakeholders, audiences and content owners to complete a major refresh of the content and architecture of the College of Arts and Science homepage in line with university standards. The target audience for the website is prospective and current students. Features of the refreshed homepage include:
- User-informed and tested top-level menu, including new websites for "Indigenous" and "Diversity"
- More profile to Study Abroad, Certificates, Science Outreach, Non-Credit Programming, Observatory, Fine Arts, Galleries, Museums, student groups
- Concrete efforts to mitigate Saskatoon bias
- Ongoing efforts to decolonize every webpage
- New "Future Faculty" webpage and "Current Faculty" PAWS folders
- Overall streamlined look and feel, based on consultations and user testing





# 352

news stories posted

Most-read stories on [artsandscience.usask.ca/news](https://artsandscience.usask.ca/news)



**Award-winning USask graduate eyes aerospace engineering career**  
(May 20, 2021)

Full Story



**A student for life**  
(Sept. 15, 2021)

Full Story

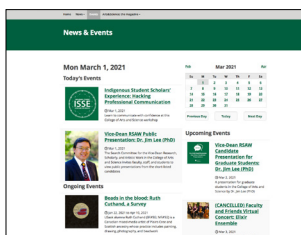


**USask graduate honours her heritage through new STEM business**  
(June 8, 2021)

Full Story

# 115

events promoted



**Web and social media publicity**

Events Calendar

# Virtual

fall graduation awards ceremony

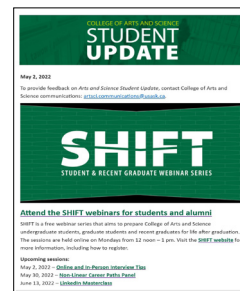


**45 graduates honoured**

Full Video

# 30

newsletters



**Sent electronically to alumni, students, faculty and staff**

# 151

LCD slides

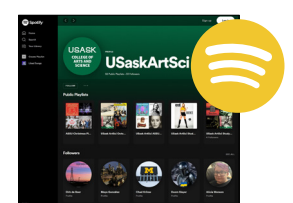
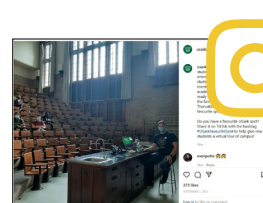
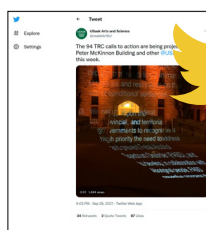
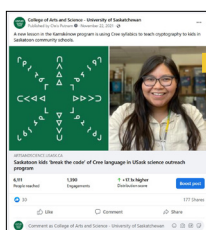


# 4

social media accounts

@USaskArtSci

34,000 engagements





# Advancement: Highlights of 2021-22

## Giving to the College of Arts and Science

It was a busy year for our college’s advancement team. Though we continued to navigate the challenges of COVID-19, we were encouraged by the incredible generosity shown by our donors. In 2021-22, over **440 donors** came together to give **nearly \$3.5M** in support of students, programs, and research in the College of Arts and Science. Notable gifts include a \$1.2M pledge to support graduate students in the Department of Biology and a \$500K pledge to support the ISAP program. As these giving results are being reported prior to the close of the fiscal year-end, it is expected that these numbers will fluctuate slightly. We are so very grateful to all our donors—including many faculty and staff members—who continue to give so generously each year.

### DONATIONS TO COLLEGE



**\$3,445,607**

- 2021-22:** \$3,445,607
- 2020-21:** \$955,933
- 2019-20:** \$4,231,425
- 2018-19:** \$2,159,100
- 2017-18:** \$3,514,979

### DONORS



**441**

- 2021-22:** 441
- 2020-21:** 428
- 2019-20:** 595
- 2018-19:** 956
- 2017-18:** 969

### ALUMNI DONORS



**240**

- 2021-22:** 240
- 2020-21:** 239
- 2019-20:** 311
- 2018-19:** 478
- 2017-18:** 561

## Donor Relations

Donor engagement and stewardship continue to be a priority in the college. In 2021-22, we incorporated ThankView into our program to send personalized video messages to donors and alumni. With this program we were able to send engaging event invitations, congratulatory remarks to our honorary degree recipient and heartfelt video messages from award recipients to their donors. You can view one of our videos from an award recipient here. [Video](#)



## Alumni Engagement

The college's diverse alumni network continues to grow with **54,804** alumni living in **81** countries around the world. Arts and Science alumni comprise **33.5 %** of the total USask alumni population. In 2021-22, college alumni were actively engaged in various ways such as participating in an event, serving as a volunteer, or making a charitable gift. From panel discussions to gallery tours, the college's advancement team partnered with many departments and units to create engaging programming for all alumni over virtual platforms and through in-person events. Highlights include:

### Women in Mathematics Day: Panel Discussion – May 2021

College of Arts and Science Alumni of Influence Award recipient Dr. Lillian Dyck (BA'66, MA'70, PhD'81) joined the Pacific Institute for the Mathematical Sciences (PIMS) for a discussion on notable issues affecting women and marginalized groups in the mathematical sciences.

### Department of Drama 75th Anniversary – June 2021

The Department of Drama celebrated 75 years with a month of virtual events that took place between June 1-19, 2021. The kickoff event featured messages from USask Leaders and an interview with alumni Kim Coates (BA'81, Hon. DLitt'17) and Jeff Rogstad (BA'82, Arts'85). Over 130 individuals attended the virtual events held by the department.

### Ore Gangue Alumni Gathering at USask Calgary Hub – December 2021

Ore Gangue alumni gathered at the new USask Hub in Calgary for an evening of beverages, light appetizers, as well as remarks from College of Arts and Science Dean Peta Bonham-Smith and an update from the Department of Geological Sciences head, Sam Butler.

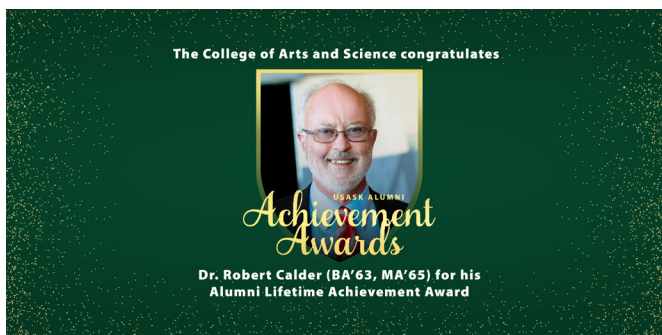


## Celebrating our alumni

The USask Alumni Achievement Awards recognize USask graduates who advance the reputation of the University of Saskatchewan and the Alumni Association. Award recipients are chosen for their outstanding achievements and innovation; commitment to excellence; community engagement and leadership; and contributions to the social, cultural and economic well-being of society.

In 2022, two of the seven alumni inducted into the ranks of the **USask Alumni Achievement Award** recipients are Arts and Science alumni:

- Dr. Robert Calder (BA'63, MA'65)
- Kendal Netmaker (BA'11, Bed'11)



Dr. Robert Calder



Kendall Netmaker





# Human Resources

Human Resources support for the college is provided by Sara Wurst, Senior Strategic Business Advisor, HR and Alyssa Hickie, Strategic Business Advisor, HR. Their roles are to provide operational and strategic HR advice and support to contribute to the College's objectives, operational requirements, and culture. Sara and Alyssa can be reached [here](#).

## Public Service Alliance of Canada (PSAC)

### Research Associates

Public Service Alliance of Canada (PSAC) was successful in certifying a group of approximately 110 non-unionized employees in positions such as research associates, professional research associates, professional associates, and research scientists. On February 11, 2022, we received the binding interest arbitration award, which is not subject to member ratification or Board approval. Highlights of the new employment terms and conditions can be found [here](#).

### Post-Doctoral Fellows (PDF)

The current agreement expired October 31, 2020. Bargaining was postponed until the Research Associates bargaining was completed and so will commence soon.

### Graduate Students

The current agreement is effective September 1, 2020 through August 31, 2023.

Effective May 1, 2022, the option of hiring grad students into term or hourly and casual appointments resumed.

### USFA

In January 2022, the USFA and the University of Saskatchewan ratified an agreement pertaining to retirement incentives and extended the CBA (July 1, 2022 – June 30, 2023). A full and comprehensive review of the enhancements can be found [here](#).

Highlights of the Agreement:

#### 1. Compensation

Salary Increases effective July 1, 2022:

- › 1.8% adjustment to salary scales (floors, ceilings, and CDI's)
- › 1.8% adjustment to base salary for all active employees



## 2. Retirement Incentives

- › One-time payment (percent of annual salary as of retirement date) based on unused credits towards sabbatical leave, research leave or administrative leave (on the date of retirement)
- › One-time payment (50% of annual salary as of retirement date). This incentive is only available during the 2021/2022 and 2022/2023 academic years

## 3. Enhanced RARP (Reduced Appointment Retirement Plan)

- › Increase of the term of the RARP to a maximum of 60 months
- › Either party may refer disputes over assigned part-time duties to an Appointments Forum to determine the appropriate assignment of duties.
- › The conditions of each reduced appointment, including whether duties are a proportional or mutually agreed to reduction, shall be reviewed by the Joint Committee for the Management of the Agreement. Conditions to be reviewed shall include the full range of the employee's previously assigned duties
- › Employees shall retain entitlement to negotiate a further reduction of duties, subject to the minimum of three months written notice.

## USask Wellness

Major life events may affect your benefits including the need to update your dependent and/or beneficiary information. We want to make sure you have the right information and know about supports available during the many changes that may happen in your life. Specific details can be found [here](#).

## EFAP (Employee and Family Assistance Program)

In December 2021 the University changed EFAP providers to LifeWorks. EFAP is not just for when issues or a crisis arises in life. Using EFAP in times of good mental health, as a check-up, and to learn about coping and resiliency tools and resources, can provide you with a strong foundation to know when to apply and use these skills when life gets stressful and hectic, and before crisis mode. Our EFAP program also offers, nutrition support services, health coaching, family support services, legal support services, and financial support services.

## Cognitive Behavioral Therapy (CBT)

Connect to MindBeacon from anywhere and access support from licensed mental health professionals. Whenever or wherever you need them, they're at your fingertips.

MindBeacon offers [Cognitive Behavioral Therapy](#) (CBT), which is an online, short-term form of therapy that helps you develop strategies and skills to help change your thoughts, attitudes and beliefs related to emotional and behavioral issues that may be causing you difficulty.



# Report of the Chief Operating and Financial Officer to Faculty Council May 2022

## Finance and Budget

The financial challenges facing our college are significant.

We started the 2021-22 fiscal year with an accumulated operating deficit of ~\$9M.

The preliminary annual operating deficit for 2021-22 is ~\$8.6M so our accumulated operating deficit at April 30, 2022 is ~\$17.6M.

Expenses have increased by ~\$1M to ~\$78M from 2021-22 to 2022-23.

We are budgeting for an operating deficit for 2022-23 of ~\$7.6M, a decrease of ~\$2M from 2021-22, due mostly to a ~\$2M increase to our operating allocation from the university.

<b>Arts &amp; Science Operating Budget</b> (in millions)		
	2021-22 Preliminary actual	2022-23 budget
Beginning balance	\$ (9.0)	\$ (17.6)
Revenue	\$68.4	\$70.6
Expenses		
Salaries & Benefits	\$72.5	\$74.2
Non-salary	\$4.5	\$4.0
Total expenses	\$77.0	\$78.2
Annual deficit	\$(8.6)	\$(7.6)
Accumulated deficit	\$(17.6)	\$(25.2)



Revenue (or operating allocation) is comprised of three components:

## **Tuition plus Provincial Grant minus Indirect Costs**

Due to both enrolment and rate increases, our tuition component has grown by \$11M over the past 3 years. However, our provincial grant allocation has decreased by \$20M over the same period.

**Both the total size of the provincial grant pool and our share of it, as determined by TABBS, have decreased.**

Indirect costs have decreased slightly over the same time period.

95% of our total \$78.2M expenses are salaries and benefits. Salaries and benefits are also 107% of our revenue – i.e., our revenue allocation is insufficient to cover our current payroll costs.

**Despite salary escalation of about 3% per year, we have maintained total expenses at about \$78M for three consecutive years due to some tough measures:**

- Limited faculty and staff hiring
- Reduced reliance on non-faculty teaching through a combination of:
  - o Assignment of additional teaching to FT faculty following a rigorous review of assignment of duties
  - o Reduction in number of proposed courses and number of sections by focusing on core programming and optimizing fill rates. Very high enrolment electives were also prioritized.
- Reduction of non-essential non-salary spending including:
  - o Capital renewal – equipment, computers, facilities
  - o Events, working lunches, entertainment
  - o Travel
  - o Some memberships

A committee has been formed by the Provost's Office to work with the College to identify strategies to address the deficit.

The College leadership team respects that these financial challenges are painful for the College and we share that sentiment.



## Arts & Science IT

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### Return to Campus and Hybrid Working/Teaching Model

For the past two years faculty and staff have mainly worked/taught in a remote setting. Supporting remote work has been a large focus for the IT staff. The return of in-person classes has created a challenge to ensure normal operations resume on campus.

We have worked hard to ensure the transition back to campus, for those that have returned, has been smooth. Our staff members have transitioned to a hybrid work arrangement to ensure the IT needs of the College are met in an effective and efficient manner.

### Remote Computer Lab

While the University was closed due to the pandemic, we were able to configure our physical computer labs so students and faculty could use them remotely. Now that most people are back on campus, this is no longer an option; however, there is a growing demand for a virtual computer lab that can be accessed from home.

Art & Science IT staff worked closely with a small team from central ICT to roll out a new Remote Computer Lab cloud service. This service is now available for all faculty and students ([Accessing the USask Remote Computer Lab](#)).

### Updated College Website

Art & Science IT worked with the College Communications group and a representative from Digital Strategy to redesign the College of Arts and Science website, <https://artsandscience.usask.ca>. Updates to departmental and other related sites will continue over the next year.

### IT Support

Due to budgetary and staffing constraints, ICT will be providing limited support for Apple computers. Windows computers represent the majority of systems on campus and are the primary focus for support; however, Apple computers will remain available and will continue to be supported as well as possible.

### IT Purchasing

In order to streamline the purchase approval process and help to standardize IT purchases where possible, all IT purchases must be made through IT Requisitions. For cases where standard systems do not meet needs or are not available, IT Requisitions can still help to coordinate the purchase.

Art & Science IT can work with you to identify your needs and assist with the purchase process.



## Printing

While the University was closed, our volume of printing dropped significantly. Now that we are back on campus, ICT is working to reduce printing as much as possible. This initiative will help to save money for the University, and also reduce our environmental impact.

Printer supplies (toners, etc.) are no longer available through IT Requisitions, and people wanting to purchase a new printer will need to work with Art & Science IT to identify the need for the new device.

If you know of any current processes that involve a significant amount of printing and would like to discuss alternatives, please contact Art & Science IT at [itsupport@usask.ca](mailto:itsupport@usask.ca).

## IT Security

As part of the continuing process to help keep our IT systems and data secure, Art & Science IT assisted ICT Security in completing the deployment of multi-factor authentication (MFA) for all students, staff, and faculty. This change has resulted in a dramatic decrease in the number of compromised USask accounts.

## Regular Operations

In addition to larger projects, the IT team dedicates time to regular day-to-day operations, such as maintaining and supporting in-house tools (Artsmon, Bookcase, College Challenge, College Directory, and many more) and performing regular maintenance and security updates on desktops, lab machines and servers.

For any IT, web, or computer lab issue, please contact us at [itsupport@usask.ca](mailto:itsupport@usask.ca) or visit the IT Support portal at <https://itsupport.usask.ca>.



## Arts and Science Facilities - Gail McKenzie and Spencer Smit

The College of Arts & Science occupies space in 17 buildings/locations:

1. Archaeology – Archaeology & Anthropology, Art and Art History
2. Arts – College Offices, Humanities and several Social Science Departments, A&S ICT
3. WP Thompson – under renewal
4. Collaborative Science Research Building – Biology
5. Geology – Geological Sciences
6. John Mitchell – Drama
7. Kirk Hall – Indigenous Studies, Geography & Planning, HGIS Lab (Historical Geographic Information Systems)
8. McLean Hall – Mathematics & Statistics
9. Murray – Art & Art History
10. Observatory – Physics & Engineering Physics
11. Physics – Physics & Engineering Physics
12. Research Annex – Sculpture Studio for Art & Art History
13. Thorvaldson – Chemistry, Computer Science, SSSC
14. Trailers 1, 3, 4, & 10 by Animal Science. Includes the Structurist & College Emeriti
15. Education – Music
16. Williams Building – Community Arts, online and distance courses, Science Outreach
17. R.J.F. Smith Centre for Aquatic Ecology

The following is an overview of the major activities relating to facilities in the College (space management, maintenance, renovations, safety and security) for the 2021-22 year:

### Facilities SBA Strategic Support and COVID-19 Response

The College of Arts and Science continues to support the university's shared services model with engagement of their two Facilities Strategic Business Advisors (SBAs). Over the past year, Gail McKenzie and Spencer Smit continued their work as the primary support of the College's response to the global pandemic.

### College Project Work

The former Tuck Shop/new Arts Student Hub project has begun to move forward and is now in the design/estimation stage. Quotes are being obtained in order to move forward with the renovation. The completion of this project is estimated to be the end of August 2022.



The Trish Monture Centre (TMC) refurbishment is close to completion. Upgrades to the furniture, a new kitchenette area, smart television and artwork have made this important student space more inviting. Final steps are being taken to have this space designated as an approved smudging location.

The Centre for Indigenous Scholarship (CIS) has been allocated space on the main floor of the Arts Building and initial planning and design for the function of the centre are underway. Renovations to the space will follow once the overall vision of the space is determined; this process will involve consultations from stakeholders on campus as well as community members.

### RenewUs

Projects in the top five priority buildings funded by the \$85M, borrowed through the issuance of a bond, continue to be refined. Scope, timelines and project schedules vary per building, but all are progressing. Consultations with users and key stakeholders will continue to be part of the planning and design process of each project.

- 1. Arts Building** – Project design definition for Adaptive Renewal and Deferred Maintenance is now complete. Upon successful Board approvals, Deferred Maintenance construction commenced in 2022 and Adaptive Renewal construction began in Spring 2022.
- 2. Thorvaldson Building** – The deferred maintenance work in the Thorvaldson Building is nearly complete. This project has consisted of repairs, replacements and upgrades to several building systems including HVAC, plumbing, electrical and building controls.
- 3. W.P. Thompson Building** – Approval from the Board of Governors to commence construction was received in the spring of 2021. The construction perimeter, which includes fencing around the building and blocked access internally from the Geology Building and CSRB, was installed at the end of July. This will remain for the duration of the project for the safety of the campus community. Teaching laboratories in WP Thompson were relocated to other areas of campus, allowing the asbestos abatement to begin in Fall 2021. Currently, demolition is in progress, the final step before construction begins.
- 4. Murray Building** – Work continues to progress on the design requirements for the Adaptive Renewal on the 5th Floor of the Murray Building to accommodate Archives and Special Collections. Confirmation of the deferred maintenance work to be undertaken as part of the project continues to be finalized and will be subject to Board of Governors approvals over the coming months. Commencement of the work will likely take place in late 2022.
- 5. Physics Building** – A structural assessment on the overall building is currently under way. With the completion of the structural assessment, detailed planning will proceed for the selective renewal within the Physics building.

Your Facilities SBAs can be reached at [gail.mckenzie@usask.ca](mailto:gail.mckenzie@usask.ca) and [spencer.smit@usask.ca](mailto:spencer.smit@usask.ca).





## Administrative Support Group

The Administrative Support Group currently supports seventeen of the twenty-one departments in the College of Arts and Science. The staff complement of 32.1 FTE provides support for graduate and undergraduate programs in each department, in addition to providing administrative support for collegial process, class build, and faculty recruitment, as well as many other department-specific duties. A centralized finance group provides financial support for most of the departments.

<b>Manager:</b> Sharla Daviduik	ARTS 516	<a href="mailto:asg.manager@usask.ca">asg.manager@usask.ca</a>	(306) 966-8711
<b>ASG Finance</b> provides support for budgeting and forecasting, research fund management, student awards, and payroll for ASG-supported departments. ASG Finance also liaises with Connection Point.			
<b>Financial Coordinator:</b> Cecil <u>Bitusis</u> (Samantha Smith on leave)	ARTS 520	<a href="mailto:asg.finance@usask.ca">asg.finance@usask.ca</a>	(306) 966-2969
<b>Assistant Financial Coordinator:</b> Joan Aquino	KIRK 103B	<a href="mailto:asg.finance@usask.ca">asg.finance@usask.ca</a>	(306) 966-5656
<b>Awards Officers:</b> Brigitte McGhee Wendy Lucyshyn	ARTS 522	<a href="mailto:asg.studentawards@usask.ca">asg.studentawards@usask.ca</a>	(306) 966-5574 (306) 966-4465
<b>Payroll Coordinator:</b> Brieanna Bird	ARTS 520	<a href="mailto:asg.payroll@usask.ca">asg.payroll@usask.ca</a>	(306) 966-8713
<b>Financial Assistant:</b> Chelsea Seesequasis	ARTS 520	<a href="mailto:asg.finance@usask.ca">asg.finance@usask.ca</a> <a href="mailto:asg.payroll@usask.ca">asg.payroll@usask.ca</a>	(306) 966-8770
<b>ASG Graduate Programs Support</b> works closely with the graduate chairs from ASG-supported departments to administer those departments' graduate programs, from admissions through to graduation, including the administration of graduate funding.			
<i>For graduate programs in Drama, English, History, French, Linguistics, Music, Philosophy, Political Studies, Religion &amp; Culture, Studio Art, Teaching English to Speakers of Other Languages (TESOL), Writing, and Women's, Gender, and Sexualities Studies, contact:</i>			
<b>Graduate Programs Administrative Coordinator:</b> Nadine Penner	ARTS 518	<a href="mailto:asg.graduateprograms@usask.ca">asg.graduateprograms@usask.ca</a>	(306) 966-5797
<b>Graduate Programs Clerical Assistant:</b> Danielle Guillou-Tollin	ARTS 518	<a href="mailto:asg.graduateprograms@usask.ca">asg.graduateprograms@usask.ca</a>	(306) 966-5488



<i>For graduate programs in Biology, contact:</i> <b>Graduate Program Coordinator:</b> Audrey Boensch	CSRB 110	<a href="mailto:audrey.boensch@usask.ca">audrey.boensch@usask.ca</a>	(306) 966-4400
<i>For graduate programs in Chemistry, contact:</i> <b>Administrative Coordinator:</b> Amber Bornhorst	THORV 170	<a href="mailto:chem.grad.program@usask.ca">chem.grad.program@usask.ca</a>	(306) 966-4720
<i>For graduate programs in Computer Science, contact:</i> <b>Graduate Program Coordinator:</b> Maurine Powell	THORV 178.1	<a href="mailto:eum753@mail.usask.ca">eum753@mail.usask.ca</a>	(306) 966-4897
<b>Computer Science Payroll Coordinator:</b> Heather Webb	THORV 176	<a href="mailto:heather.webb@cs.usask.ca">heather.webb@cs.usask.ca</a>	(306) 966-4900
<i>For graduate programs in Economics, contact:</i> <b>Office Coordinator:</b> Anna McKenzie (Alecia Galambos on leave)	ARTS 819	<a href="mailto:grad.economics@usask.ca">grad.economics@usask.ca</a>	(306) 966-5197
<i>For graduate programs in Geography and Planning, contact:</i> <b>Office Coordinator:</b> Phyllis Baynes	KIRK 125	<a href="mailto:geography.planning@usask.ca">geography.planning@usask.ca</a>	(306) 966-5654
<i>For graduate programs in Mathematics and Statistics, contact:</i> <b>Administrative Coordinator:</b> Kyla Denton	McLean 141	<a href="mailto:office@math.usask.ca">office@math.usask.ca</a>	(306) 966-6125
<i>For graduate programs in Psychology, contact:</i> <b>Graduate Program Coordinator:</b> Joni Morman	ARTS 154	<a href="mailto:psychology.gradadvising@usask.ca">psychology.gradadvising@usask.ca</a>	(306) 966-2090
<i>For graduate programs in Sociology, contact:</i> <b>Graduate Program Coordinator:</b> Barb Wotherspoon	ARTS 1019	<a href="mailto:sociology@usask.ca">sociology@usask.ca</a>	(306) 966-6947
<i>For inquiries related to graduate student funding, contact:</i> <b>Graduate Student Funding Coordinator:</b> Jordan Robertson	ARTS 518	<a href="mailto:asg.gradfunding@usask.ca">asg.gradfunding@usask.ca</a>	(306) 966-5167
<b>ASG Office Coordinators</b> provide support for administration of ASG-supported departments and academic programs, including collegial processes, faculty recruitment, sessional postings, and other department- and program-specific duties.			
<b>Art and Art History:</b> Joseph Anderson	MURRAY 80	<a href="mailto:art.arthistory@usask.ca">art.arthistory@usask.ca</a>	(306) 966-6185
<b>Biology:</b> Tanis Skjeie (Office Coordinator) <i>Vacant</i> (Clerical Assistant)	CSRB 110	<a href="mailto:biology.dept@usask.ca">biology.dept@usask.ca</a>	(306) 966-4432
<b>Chemistry:</b> Erin Wasylow	THORV 165	<a href="mailto:chem.dept@usask.ca">chem.dept@usask.ca</a>	(306) 966-4655
<b>Classical, Medieval, and Renaissance Studies:</b> Jess Brown	ARTS 619	<a href="mailto:cmrs.program@usask.ca">cmrs.program@usask.ca</a>	(306) 966-8712
<b>Computer Science:</b> <i>Vacant</i>	THORV 176		(306) 966-4889
<b>Digital Culture and New Media:</b> Diana Tegenkamp	ARTS 319	<a href="mailto:english.department@usask.ca">english.department@usask.ca</a>	(306) 966-1268
<b>Drama:</b> Amy Gerein	JMITCH 183	<a href="mailto:drama.department@usask.ca">drama.department@usask.ca</a>	(306) 966-2323
<b>Economics:</b> Anna McKenzie (Alecia Galambos on leave)	ARTS 819	<a href="mailto:economics.dept@usask.ca">economics.dept@usask.ca</a>	(306) 966-5197
<b>English:</b> Diana Tegenkamp	ARTS 319	<a href="mailto:english.department@usask.ca">english.department@usask.ca</a>	(306) 966-1268
<b>Geography and Planning:</b> Phyllis Baynes	KIRK 125	<a href="mailto:geography.planning@usask.ca">geography.planning@usask.ca</a>	(306) 966-5654
<b>History:</b> Jess Brown	ARTS 619	<a href="mailto:history.department@usask.ca">history.department@usask.ca</a>	(306) 966-8712



<b>International Studies:</b> Amanda Terry	ARTS 283C	<a href="mailto:intnl.studies@usask.ca">intnl.studies@usask.ca</a>	(306) 966-1666
<b>Languages, Literatures, and Cultural Studies:</b> Carla Schulz	ARTS 523	<a href="mailto:languages.department@usask.ca">languages.department@usask.ca</a>	(306) 966-4215
<b>Linguistics:</b> Amy Karakochuk	ARTS 522	<a href="mailto:linguistics.department@usask.ca">linguistics.department@usask.ca</a>	(306) 966-8798
<b>MFA in Writing:</b> Diana Tegenkamp	ARTS 319	<a href="mailto:english.department@usask.ca">english.department@usask.ca</a>	(306) 966-1268
<b>Mathematics and Statistics:</b> Jessica Parker	McLean 142	<a href="mailto:math@math.usask.ca">math@math.usask.ca</a>	(306) 966-6126
<b>Music:</b> Kieran Foss	EDUC 1045	<a href="mailto:music.department@usask.ca">music.department@usask.ca</a>	(306) 966-4568
<b>Philosophy:</b> Carla Schulz	ARTS 523	<a href="mailto:philosophy.department@usask.ca">philosophy.department@usask.ca</a>	(306) 966-4215
<b>Political Studies:</b> Amanda Terry	ARTS 283C	<a href="mailto:political.studies@usask.ca">political.studies@usask.ca</a>	(306) 966-1666
<b>Psychology:</b> Larissa Wudrick	ARTS 154	<a href="mailto:psychology.department@usask.ca">psychology.department@usask.ca</a>	(306) 966-6657
<b>Regional and Urban Planning:</b> Phyllis Baynes	KIRK 125	<a href="mailto:rup.program@usask.ca">rup.program@usask.ca</a>	(306) 966-5654
<b>Sociology:</b> Kristen Harms and Barb Wotherspoon	ARTS 1019	<a href="mailto:sociology@usask.ca">sociology@usask.ca</a>	(306) 966-6947
<b>Women’s and Gender Studies:</b> Amanda Terry	ARTS 283C	<a href="mailto:wgst.program@usask.ca">wgst.program@usask.ca</a>	306) 966-1666

In Fall 2021, the ASG began to return to campus in a substantial way, with nearly all office coordinators working full-time on campus by April 2022. Graduate support and financial support staff were mostly working in hybrid arrangements, with three days on campus and two days at home.

After having virtually no staffing changes during 2020-21, the ASG experienced considerable staff turnover in 2021-22. However, all of the changes were the result of staff receiving promotions –no one left the ASG to move into a lateral position during the last year:

- Renée Lepitzki – promoted from ASG Financial Coordinator (CUPE Phase 6) to Arts and Science Finance SBA (Exempt 3)
- Janice Weber – promoted from ASG Awards Officer (CUPE Phase 5) to Awards Internal Compliance Officer (ASPA)
- Ashley Taylor – promoted from ASG Graduate Programs Clerical Assistant (CUPE Phase 4) to Graduate Support, School of Environment and Sustainability (CUPE Phase 5)
- Samantha Smith – promoted from ASG Graduate Student Funding Coordinator (CUPE Phase 5) to ASG Financial Coordinator (CUPE Phase 6)
- Jordan Robertson – promoted from ASG Economics Office Coordinator (CUPE Phase 4) to ASG Graduate Student Funding Coordinator (CUPE Phase 5)
- Sophie Findlay – promoted from ASG Computer Science Graduate Programs Coordinator (CUPE Phase 5) to MPAcc Program Advisor, Edwards School of Business (ASPA)
- Maurine Powell – promoted from ASG Computer Science Office Coordinator (CUPE Phase 4) to ASG Computer Science Graduate Programs Coordinator (CUPE Phase 5)
- Melissa Teed – promoted from ASG Psychology and Health Studies Office Coordinator (CUPE Phase 4) to Undergraduate Student Office Support Coordinator (CUPE Phase 5)
- Wendy Lucyshyn – promoted from ASG Women’s and Gender Studies Office Coordinator (CUPE Phase 4) to ASG Awards Officer (CUPE Phase 5)



In addition, Cecil Bitusis and Anna McKenzie were both promoted to cover the maternity leaves of Samantha Smith and Alecia Galambos, respectively; Cecil moved from a CUPE Phase 5 to a Phase 6, and Anna moved from a CUPE Phase 2 to a Phase 4.

The ASG has bolstered its recurring relief complement over the past year. In addition to Della Nykyforak, who has continued to provide Phase 4 relief, Tamarra Calver (Phase 4) and Sidra Rafique (Phase 2) were hired in 2022 as recurring relief.

The fact that staff are consistently being promoted within and out of the ASG speaks to the comprehensive skill development, both in technical and transferrable areas, that ASG staff experience. These skills are clearly sought by other units on campus.

Given the continuing disruption caused by the COVID-19 pandemic in 2021-22, no significant new initiatives were introduced for ASG staff. The pandemic has had a significant impact on the mental health and wellbeing of many staff, and maintaining the status quo at work can give some staff a sense of normalcy. That said, Chief Operations and Finance Officer Shawn Anderson and ASG Manager Sharla Daviduik are currently consulting with the heads of the four departments who are not in the ASG, with the aim of bringing their departmental clerical staff into the ASG in 2022.