



## Academic Quality

### 1. Innovative, Quality Programs for Academic Excellence


**Provide high quality and timely legal services in support of university priorities as articulated in UAP, SMA and IIRP.**

Strategy/Action	Measure/Milestone		
Provide ongoing high quality, timely legal services to academic initiatives.	Client units are satisfied with the legal advice and services received.		On Track
Provide licensing guidance related to development and publication of theses and dissertations.	Students are satisfied with advice and services provided.		On Track

## Academic Quality

### 2. Advancing Exploration, Innovation and Achievement in Scholarship, Research and related Creative

**Provide high quality and timely legal services in support of research initiatives/Innovation York.**

Strategy/Action	Measure/Milestone		
Provide ongoing high quality, timely legal services to research initiatives/Innovation York.	Client units are satisfied with the legal advice and services received.		On Track

## Student Success

### 3. Enhanced Quality in Teaching and Student Learning

**Improve student learning experience with increased use of Library eResources and digital course materials.**

Strategy/Action	Measure/Milestone		
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Ensure option of digital content is reviewed in advance of assigning course materials.

Specific initiatives to advance the trend of increased reliance on the services offered by the Copyright Support Office are developed and made available to faculty.



On Track

## Student Success

### 4. A Student-Centred Approach

**Create legal counsel position focused on student matters/student experience.**

#### Strategy/Action

#### Measure/Milestone

Create position and implement necessary restructuring of other counsel positions.

Position is created and position description finalized and implemented.



On Track

## Engagement and Outreach

### 5. Enhanced Campus Experience

**Provide high quality, timely legal services to initiatives associated with VP EPC, AVP HR and AVP LR.**

#### Strategy/Action

#### Measure/Milestone

Provide quality services in timely manner.

Legal services provided in a timely manner and VP EPC clients are satisfied.



On Track

## Engagement and Outreach

### 6. Enhanced Community Engagement

**Ensure academic and non-academic staff are familiar with the university's obligations under FIPPA.**

#### Strategy/Action

#### Measure/Milestone

Evaluate current education materials on privacy and revise as needed - resources, education, on-line courses.

Evaluation is completed and revised resource material developed.






Completed

Identify best practices around legal requirements in managing international academic initiatives; timely and effective legal services provided to campus student housing projects.	Legal support is provided and client groups are satisfied with service.		Progressing
Provide copyright support for online courses offered outside of Canada.	Copyright guidelines developed and made available to faculty developing courses offered outside of Canada.		On Track
Support high impact, campus-wide mental health initiatives.	Orientation session is given at annual planning meeting of the York Orientation Directors Association. Individual meetings with college presidents take place.		On Track
Encourage physical movement and regular sit/stand alternation.	Opportunities for movement are created.		Progressing
Incorporate strategy into unit.	Actions to promote mental health of unit members are identified and undertaken.		Progressing

## Enabling the Plan


### 7. Enabling the Plan

#### **Ensure institutional awareness of and compliance with relevant legislation including York University Act, Copyright Act, FIPPA, GDPR, and CASL and Copyright Board Tariffs (SOCAN & Re:Sound).**

Strategy/Action	Measure/Milestone		
Monitor ongoing FIPPA, GDPR, and CASL compliance and provide ongoing web-based material.	All statutory requirements are met in a timely fashion. All government compliance reports are submitted on time.		On Track
Develop online resources for orienting employees to records management, Copyright and Privacy guidance and resources available to the community.	Online resource for Records Management launched and added to the "Onboarding Training" available to all York employees. Refresher Privacy and Copyright websites launched.		On Track
Conduct review of unit budgetary needs against existing budget.	Review finalized and recommendations made.		Completed


Revise job descriptions and classifications to reflect University priorities.

Descriptions are revised and reviewed (where appropriate).

 Progressing

Analyze and create business plan for maximum value for money.

Business plan created, approved and implemented.

 On Track