

DIVISION: Division of the President

UNIT: Office of the Counsel

PLAN ID: 1337

1. 21st Century Learning

Solidify Counsel Office to effectively reflect all institutional priorities


Action/Strategy:

Completion of the reorganization of office complement to reflect institutional priorities

Measures/Metrics/Milestones:

New legal counsel hired

Evaluation Status:

 On Track

Provide support services for flexible delivery options for credentials; increase in virtual learning and in-person learning


Action/Strategy:

Copyright support for virtual learning

Measures/Metrics/Milestones:


Copyright support provided to all faculty members/courses as required

Evaluation Status:

 On Track


IT legal support for virtual learning; also supports Priority 6

IT legal support provided as required; internal clients satisfied

 On Track


Support for all construction, renovation and development including Markham Campus, SCS, Economics, Art Gallery, enhanced HA Commons, shovel ready projects and many others; also applies to Priority 6

Leadership and legal support provided for all projects on a timely basis; client groups satisfied with service

 On Track

Uphold student, faculty and public (including international) confidence in our credentials and our ability to deliver them, by taking enforcement steps against external companies that infringe our mark and make damaging claims of affiliation with York, and by fostering faculty members' understanding of their rights in copyright course material made accessible through virtual learning

Regular review of external companies that have been brought to our attention, and dispatch of cease and desist letters

 On Track

Regular engagement with Associate Dean(s) responsible for handling complex academic honesty proceedings against students arising from virtual learning and remote-proctoring of exams

Procurement and implementation of Student Systems Renewal Project

Action/Strategy:

Measures/Metrics/Milestones:

Evaluation Status:

DIVISION: Division of the President

UNIT: Office of the Counsel

PLAN ID: 1337

Intense involvement for all manner of legal counsel, support and advice, for example, drafting a myriad of legal documents, leading reviews and others

Regular engagement with SSRP oversight committee to track milestones

 On Track

On-demand advice and direction on numerous procurement issues and processes including novel/unique procurement process for SSRP

Advice and direction provided

 On Track

Provide support for increased experiential learning (Experiential learning for every student)


Action/Strategy:

Develop enhanced processing of substantial volume of Placement Agreements within Office, emphasizing efficiency and effectiveness

Measures/Metrics/Milestones:


Revised standard documents completed, new process for efficiency implemented

Evaluation Status:

 On Track

Foster a community of support with faculties and Provost's Office to address anticipated substantially increased volume of experiential learning

Community of support fostered; increased volume addressed

 On Track

Support the development and implementation of a human resources and labour relations strategy to attract and retain key talent


Action/Strategy:

Advise on labour and employment legal, policy and collective agreement interpretation

Measures/Metrics/Milestones:

Support provided to VPEPC for human resources and labour relations strategy

Evaluation Status:

 On Track

Provide support services for academic and non-academic staff related to the University's obligations under privacy legislation


Action/Strategy:

Support for all related enquiries related to privacy, access to information and records management

Measures/Metrics/Milestones:

Support provided on a timely basis; client units satisfied

Evaluation Status:

 On Track

2. Knowledge for the Future

Provide support for implementation of Strategic Research Plan 2018-23

Action/Strategy:

Measures/Metrics/Milestones:

Evaluation Status:

DIVISION: Division of the President

UNIT: Office of the Counsel

PLAN ID: 1337

Support the growth of Innovation York by continuing and increasing the capacity to provide service to deliver on enhanced/increased commercialization and entrepreneurship e.g. patents, IP transfers, grant and funding agreements

Growth of Innovation York and increased service capacity delivered; Innovation York satisfied

 On Track

Advance Access Copyright Litigation


Action/Strategy:

Develop team of excellence to address all aspects of copyright litigation at the Supreme Court of Canada; lead this initiative for educational institutions within Canada; liaise with and lead promotional work through UC and individual universities across Canada; develop advisory group of GC's across Canada to enhance engagement and support by them and their Presidents of York's work on behalf of the sector; leverage position as President of Canadian Association of University Solicitors to further enhance support by other institutions

Measures/Metrics/Milestones:

Secure and lead "A" team for written and oral advocacy before the SCC. Present before various university GC's, in groups and individually, to enhance awareness of importance of litigation to all and assist all GC's to brief their Presidents; liaise with and prepare President to address UC. Funding assistance secured.

Evaluation Status:

 On Track

Provide legal and copyright advice with respect to the current and future effects on copyright practices and awareness in the various constituencies within York

Education and awareness provided to various York constituencies

 On Track

Support the implementation of the Open Access Policy


Action/Strategy:

Advising on faculty agreements with publishers and support to increase reliance on Open Access resources in online teaching and learning

Measures/Metrics/Milestones:

Advice and support provided on a timely basis

Evaluation Status:

 On Track

3. From Access to Success

Support to all client units to provide services etc. to students of all backgrounds and circumstances

Action/Strategy:

Measures/Metrics/Milestones:

Evaluation Status:

DIVISION: Division of the President

UNIT: Office of the Counsel

PLAN ID: 1337

Legal and Accessibility Office support all areas of University including CHREI to serve Black, Anti-Black racism initiatives e.g. Special Project under Human Rights Code for students identifying as Black, Indigenous, racialized, new Canadians and those of diverse sexualities and abilities, among others; also supports Priority 6 (re Accessibility, Cromwell/IWG report implementation

Consolidated York Human Rights Policy
Completion of all advice and counsel to VPS re Student Census

On Track

Completion of work on Registrarial guidelines for use of preferred names on degree parchment and possibly transcript

Review of the Special Programs that were adopted in Advancement in or about 2016

Positive resolutions obtained in HRT0 applications from students

Support Student Success

Action/Strategy:

Provide leadership and guidance on complex student accommodation files

Measures/Metrics/Milestones:

Advice and counsel provided and leadership on these aspects positively viewed by internal clients

Evaluation Status:

On Track

Provide proactive outreach and education to people in the field e.g. chairs and directors

Four proactive sessions held

On Track

Provide advice on copyright issues related to theses and dissertations

Provide necessary advise on a timely basis

On Track

Provide advice on copyright and online teaching and learning

Advice provided on a timely basis

On Track

4. Advancing Global Engagement

Provide support, advice and leadership to VPRI and other units to Implement Internationalization and Global Engagement Strategy

Action/Strategy:

Legal, IP and related input to international research projects

Measures/Metrics/Milestones:

Successful implementation of strategy and internal clients satisfied with leadership and support provided

Evaluation Status:

On Track

DIVISION: Division of the President

UNIT: Office of the Counsel

PLAN ID: 1337

Provide robust support to international activities including Costa Rica, India campuses and international partnerships, recruitment efforts as well as to Alumni Office re international pursuits

Robust support provided and client satisfied

On Track

Leadership and Support on Global Recruitment efforts re immigration matters/CA provisions

Action/Strategy:

Provide leadership and advice and counsel on immigration policy and collective agreement provisions relating to international recruitment

Measures/Metrics/Milestones:

Support provided and global efforts successful

Evaluation Status:

On Track

5. Working in Partnership

Support to Lands for Learning initiative

Action/Strategy:

Legal advice where necessary on structures, partnership and other agreements and vehicles to achieve objectives

Measures/Metrics/Milestones:

Timely and effective legal advice, counsel and leadership on legal aspects provided

Evaluation Status:

On Track

Support to implement social procurement policy

Support Social Procurement and other acquisition methods aimed at diversifying our supplier base and increasing access to opportunities in vulnerable and underrepresented communities (including Jane-Finch)

Action/Strategy:

Legal advice and counsel on procurement activities

Measures/Metrics/Milestones:

Legal advice provided on a timely basis; client satisfied

Evaluation Status:

On Track

Provides sole-sourcing opportunities for minority-owned businesses

Legal advise provided on a timely basis; client satisfied

On Track

Support to the university in developing partners in Vaughan re interdisciplinary health precinct

Action/Strategy:

Legal support for MOU's, other documents and advice as needed

Measures/Metrics/Milestones:

Legal counsel and advice provided

Evaluation Status:

On Track

DIVISION: Division of the President

UNIT: Office of the Counsel

PLAN ID: 1337

6. Living Well Together

Participate as member of Implementation Group to implement Cromwell/IWG recommendations; legal advise and counsel on all aspects

Action/Strategy:

Review, draft, revise and advise on numerous policies, procedures and guidelines e.g. Pres. Reg. 4; Guidelines for student organizations; Student Referenda regulation and procedures re levies; student conduct

Measures/Metrics/Milestones:

New or revised:
Code of Student Rights and Responsibilities
Presidential Regulation 4 for student governments and other student organizations
Guidelines on student club recognition
Guidelines on student levy referenda
Other policies, regulations, guidelines, etc. as determined

Evaluation Status:

On Track

Implementation of Free Speech recommendation; and reporting on Free Speech

Action/Strategy:

Prepare document re parameters of Free Speech on campus; engage in consultations and related activities

Measures/Metrics/Milestones:

Document prepared, consultations and activities actioned

Evaluation Status:

Completed

Research, inquiries and drafting of Free Speech annual report and other documents

Research, inquiries, report and ancillary documents complete and filed within deadline

Completed

Negotiations for renewal collective agreements with CUPE 3903 Units 1, 2 and 3

Action/Strategy:

Participate in leadership of development of negotiation strategy and proposal documentation; serve as co-chief spokesperson

Measures/Metrics/Milestones:

Collective Agreement negotiated

Evaluation Status:

On Track

DIVISION: Division of the President

UNIT: Office of the Counsel

PLAN ID: 1337

Provide effective, timely and comprehensive legal advice and counsel, both by in-house counsel and by managing external legal counsel

Legal advice and counsel effectively provided

On Track

Lead advice and strategy moving forward regarding Federal Court of Appeal decision in Student Code appeal matter

Advice and strategy provided

On Track

Support Mental Health and Well-being strategies

Action/Strategy:

Crisis response, advising on internal administrative tribunals and Student Code of Rights & Responsibilities

Measures/Metrics/Milestones:

Crisis response and advice provided

Evaluation Status:

On Track

Support York's responsibility to protect privacy and our commitment to the fair information practices of openness and accountability

Action/Strategy:

Advising on privacy, access to information and records management

Measures/Metrics/Milestones:

Advice provided; client satisfied

Evaluation Status:

On Track

Lead the technology requirements of the Office of the Counsel

Action/Strategy:

Equip all staff with laptops and/or cellular devices

Measures/Metrics/Milestones:

Each employee of the Office of the Counsel has been issued with a laptop and/or cellular device and necessary support provided

Evaluation Status:

On Track

Make accommodations for the anticipated growth of the Office complement by completing the 10th Floor Kaneff Tower renovations

Action/Strategy:

Finalize floor plan and Cost Estimate and submit approval

Measures/Metrics/Milestones:

Floor plans are reviewed and project is approved and submitted to proceed

Evaluation Status:

Completed

Develop project timeline

Project timeline is finalized and approved

On Track


DIVISION: Division of the President

UNIT: Office of the Counsel

PLAN ID: 1337

Oversee the completion of renovations

Renovation project is finished resulting in an additional office and counsel satisfied

 On Track

7. Answering the Call

Reduce the Office of the Counsel's ecological foot print


Action/Strategy:

Continue and enhance journey to the "paperless office" further reducing the Office's use of paper

Measures/Metrics/Milestones:

Legal Files successfully implemented and all users fully on board

Evaluation Status:

 On Track