

BOARD OF GOVERNORS
9:00 a.m., Thursday, December 13, 2018
Gilmour Hall, Council Room (Room 111)

AGENDA

NOTE: Members who wish to have items moved from the Consent to the Regular Agenda should contact the University Secretariat before the Board meeting. Members may also request to have items moved when the Agenda is presented for approval at the Board meeting.

A. OPEN SESSION

- 1. REMARKS FROM THE CHAIR**
- 2. NOTICE OF MEETING – November 28, 2018**
- 3. APPROVAL OF THE AGENDA - OPEN SESSION**

CONSENT (9:05 a.m.)

- 4. MINUTES OF PREVIOUS MEETING – October 18, 2018
(OPEN SESSION)** *Approval*
- 5. BUSINESS ARISING** (*none*)
- 6. COMMITTEE REPORTS**
 - a. Planning and Resources Committee** *Information*
 - i. Audited Financial Statements of Contributory Pension Plan
Information for Hourly-Rated Employees of McMaster University
Including McMaster Divinity College as at June 30, 2018**
 - ii. Audited Financial Statements of Contributory Pension Plan
Information for Salaried Employees of McMaster University
Including McMaster Divinity College Plan 2000 as at June 30, 2018**
 - iii. Audited Financial Statements of Contributory Pension Plan
Information for Salaried Employees of McMaster University
Including McMaster Divinity College as at June 30, 2018**

MOTION: That items 4 to 6 be approved or received for information by consent.

REGULAR

7. **BUSINESS ARISING** (*none*)
8. **COMMUNICATIONS** (*none*)
9. **PRESENTATION TO THE BOARD OF GOVERNORS**
Name: Dr. Sheila Singh, Professor, Department of Surgery and Principal Investigator, Stem Cell and Cancer Research Institute
Title: Presentation to the Board of Governors
10. **PRESIDENT'S REPORT TO THE BOARD** (9:30 a.m.) *Information*
 - a. **Report from the President**
 - b. **Minute of Appreciation**
11. **REPORT FROM SENATE** (9:45 a.m.)
 - c. **Proposal to Establish the David Braley Centre for Antibiotic Discovery** *Approval*
12. **COMMITTEE REPORTS** (9:55 a.m.)
 - a. **Planning and Resources Committee** *Approval*
 - i. **Centre for Continuing Education Fees**
13. **REPORTS RECEIVED FOR INFORMATION** (10:05 a.m.) *Information*
 - a. **Report from Health, Safety and Risk Management**
 - b. **Office of Equity and Inclusion - Annual Report**
 - c. **Enrolment Report**
14. **OTHER BUSINESS**

McMaster University

MINUTES OF THE BOARD OF GOVERNORS

October 18, 2018 at 9:00 a.m.

Council Room, Gilmour Hall

PRESENT: Mr. P. Douglas (Chair), Ms J. Allen, Ms E. Alfanous, Mr. A. Colgoni, Ms. S. Cruickshanks, Dr. P. Deane, Mr. S. Donnelly, Dr. D. Farrar, Mr. D. Feather, Dr. C. Filipe, Mr. D. Horwood, Ms R. Jamieson, Mr. C. Keizer, Dr. R. Kleiman, Ms S. McLarty, Mr. B. Merkel, Mr. R. Narro Perez, Dr. A. Niec, Mr. K. Nye, Ms J. Pike, Ms F. Samji, Mr. N. Skelding, Dr. J. Schertzer, Ms. C. Stefankiewicz, Mr. T. Valeri, Mr. D. Williamson, Ms C. Garneau (University Secretary), Mr. M. Downard (Associate University Secretary), Mr. T. Paul (Governance Coordinator)

OBSERVERS: Ms E. Davies, Dr. M. Grignon, Ms D. Henne, Dr. B. Levy, Dr. K. Mossman, Ms M. Williams

INVITED: Dr. A. al Shaibah, Associate Vice-President, Equity and Inclusion
Dr. L. Waverman, Dean, Faculty of Business
Dr. S. McCracken, Associate Dean (Academic), Faculty of Business
Ms. W. McKenna, Chief Human Resources Officer
Ms S. Mitchell, Director of Administration, Faculty of Business
Ms L. Morine, Associate Director, Health, Safety and Risk Management

REGRETS RECEIVED: Ms L. Brown, Mr. R. Couldrey, Dr. D. Harnish, Dr. A. Holloway
Dr. P. O’Byrne, Ms J. Rowe, Dr. D. Sloboda, Dr. E. Szathmáry,
Ms J. Rowe, Mr. M. Runciman

A. *OPEN SESSION*

1. REMARKS FROM THE CHAIR

Mr. Douglas welcomed members to the meeting and introduced new members and observers to the Board.

2. NOTICE OF MEETING – October 4, 2018

The Notice of Meeting was circulated on October 4, 2018.

3. APPROVAL OF THE AGENDA – OPEN SESSION

Mr. Douglas noted that no requests had been received to move any items from the Consent to the Regular agenda of the Open Session.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve the Open Session agenda for the meeting of October 18, 2018, and that items 4-7 be approved or received for information by Consent.

The Motion was *Carried*.

CONSENT

4. MINUTES OF THE PREVIOUS MEETING – June 8, 2018 (OPEN SESSION)

Motion:

that the Board of Governors approve the Open Session minutes of the meeting held on June 7, 2018 as circulated.

Approved by Consent

5. BUSINESS ARISING

6. REPORT FROM SENATE

a. Establishment of the F.L Johnson Chair in Women’s Reproductive Health Research

Motion:

that the Board of Governors approve the establishment of the F.L Johnson Chair in Women’s Reproductive Health Research, as outlined in the report from Senate.

Approved by Consent

7. COMMITTEE REPORTS

a. Executive and Governance Committee

i. Centre for Networked Media and Performance

ii. Establishment of the McMaster Chair in Health Technology Management

The material was for information.

b. Remunerations Committee

i. Ratification of Tentative Agreement

Motion:

that the Board of Governors approve the tentative agreement between McMaster University and UNIFOR, Local 5555, Unit 3 (Parking Services) for a 3-year term expiring September 30, 2021, with terms outlined in the report from the Remunerations Committee.

Approved by Consent

REGULAR

8. BUSINESS ARISING

There was no business arising from the minutes of the meeting held on June 7, 2018.

9. COMMUNICATIONS

There were no communications for the meeting held on October 18, 2018.

10. PRESENTATION TO THE BOARD OF GOVERNORS

Dr. al Shaibah, Associate Vice-President (Equity and Inclusion), gave a presentation on McMaster's Strategic Equity, Diversity, and Inclusion (EDI) Framework and Action Plan.

11. PRESIDENT'S REPORT TO THE BOARD

Dr. Deane discussed McMaster's annual Ottawa Day, noting that it has recently been expanded to include a second day. Over the two days, the McMaster team met with government officials in areas related to health, science, innovation and technology. Members were provided with an update on the University's relations with the federal government.

Dr. Deane discussed the provincial government's requirement for universities to establish a policy on free speech, explaining that the University is developing a web-page which will contain all relevant policies and statements. McMaster continues to build relations with the provincial government and is monitoring ongoing discussions at Queen's Park.

The Board was given an update on world university rankings, including the recently published Time Higher Education World University Rankings in which McMaster moved up one spot from 78th to 77th. It was also noted that McMaster had moved up two places to 4th in the medical/doctoral category in Maclean's annual rankings of Canadian

universities. Members were updated on the University's work related to understanding the factors and data driving the rankings.

Members heard that McMaster engineering alumna Dr. Donna Strickland recently won the Nobel Prize in Physics, the first woman to do so in 55 years and one of only three in the history of the award.

12. REPORT FROM SENATE

a. Proposal to Establish the CanChild Centre for Childhood Disability Research

At its meeting on October 10, 2018, Senate approved a proposal to establish the CanChild Centre for Childhood Disability Research. CanChild is a research and educational centre founded in 1989 with funding provided by the provincial government. CanChild has become an international leader in childhood disability and child health through innovative research and a commitment to making its findings accessible to a wide range of audiences.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve the proposal to establish the CanChild Centre for Childhood Disability Research, as recommended by Senate.

The Motion was *Carried*.

13. COMMITTEE REPORTS

a. Audit Committee

i. Annual Financial Report

Members were informed that the Annual Financial Report was reviewed and approved by the Audit Committee on October 4, 2018. It was also reviewed by the Planning and Resources Committee on September 27, 2018. It was explained that the Annual Financial Report 2017-2018 consists of a detailed financial analysis and the Audited Financial Statements for the year ended April 30, 2018.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve the Annual Financial Report 2017-2018, which includes the Audited Financial Statements for the year ended April 30, 2018.

The Motion was *Carried*.

ii. **Appointment of External Auditor**

The Audit Committee met on October 4, 2018 and reviewed and approved the re-appointment of KPMG LLP Chartered Accountants as the auditors for McMaster University for the 2018-2019 fiscal year.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve the re-appointment of KPMG LLP Chartered Accountants as the auditors for McMaster University for the 2018- 2019 fiscal year.

The Motion was *Carried*.

a. **Planning and Resources Committee**

i. **Pension Plan Text Restatement**

On September 27, 2018, the Planning and Resources Committee reviewed and approved the proposed restatement of the Salaried Pension Plan texts. The material was also approved by the Pension Trust Committee on September 13, 2018. Details of the text are contained in Attachment I of the circulated report.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve the restated plan texts for the Contributory Pension Plan for Salaried Employees of McMaster University Including McMaster Divinity College 2000 (Amended and restated effective January 1, 2019) and the Contributory Pension Plan for Salaried Employees of McMaster University Including McMaster Divinity College (Amended and restated effective January 1, 2019), as contained in the report from the Planning and Resources Committee.

The Motion was *Carried*.

14. **REPORTS RECEIVED FOR INFORMATION**

a. **Report from Health, Safety and Risk Management**

Ms Morine provided an overview of the report from Health, Safety and Risk Management.

15. OTHER BUSINESS

There was no other business for the Open Session portion of the meeting.

Fund Financial Statements of

**THE CONTRIBUTORY PENSION PLAN
FOR HOURLY-RATED EMPLOYEES
OF McMASTER UNIVERSITY INCLUDING
McMASTER DIVINITY COLLEGE**

Year ended June 30, 2018

Registration Number 0215418



KPMG LLP
Commerce Place
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Telephone (905) 523-8200
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INDEPENDENT AUDITORS' REPORT

To the Administrator of The Contributory Pension Plan for Hourly-Rated Employees of McMaster University including McMaster Divinity College

We have audited the accompanying fund financial statements of The Contributory Pension Plan for Hourly-Rated Employees of McMaster University including McMaster Divinity College, which comprise the statement of net assets available for benefits as at June 30, 2018, the statement of changes in net assets available for benefits for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information. The fund financial statements have been prepared by management based on the financial reporting provisions of Section 76 of the Regulations to the Pension Benefits Act (Ontario).

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these fund financial statements in accordance with the financial reporting provisions of Section 76 of the Regulations to the Pension Benefits Act (Ontario), and for such internal control as management determines is necessary to enable the preparation of fund financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these fund financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance about whether the fund financial statements are free from material misstatement.



An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the fund financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the fund financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the fund financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the fund financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the fund financial statements present fairly, in all material respects, the net assets available for benefits of The Contributory Pension Plan for Hourly-Rated Employees of McMaster University including McMaster Divinity College as at June 30, 2018, and its changes in net assets available for benefits for the year then ended in accordance with the financial reporting provisions of Section 76 of the Regulations to the Pension Benefits Act (Ontario).

Basis of accounting and restriction on use

Without modifying our opinion, we draw attention to Note 1 (a) to the financial statements, which describes the basis of accounting. The fund financial statements are prepared to assist the Administrator of The Contributory Pension Plan for Hourly-Rated Employees of McMaster University including McMaster Divinity College to meet the requirements of the Financial Services Commission of Ontario. As a result, the fund financial statements may not be suitable for another purpose. Our report is intended solely for the Administrator of The Contributory Pension Plan for Hourly-Rated Employees of McMaster University including McMaster Divinity College and the Financial Services Commission of Ontario for complying with Section 76 of the Regulations to the Pension Benefits Act (Ontario) and should not be used by any other parties for any other purpose.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, slightly slanted style. Below the signature is a horizontal line that starts under the 'K' and ends under the 'P'.

Chartered Professional Accountants, Licensed Public Accountants

Hamilton, Canada
November 12, 2018

THE CONTRIBUTORY PENSION PLAN FOR HOURLY-RATED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Statement of Net Assets Available for Benefits

June 30, 2018, with comparative information for 2017

	2018	2017
Assets:		
Cash	\$ 235,208	\$ 398,120
Employer contributions receivable	160,229	37
Employee contributions receivable	31,676	33,334
Other receivables	17,870	20,076
Pooled fund investments (note 2)	58,230,361	55,778,306
Total assets	58,675,344	56,229,873
Liabilities:		
Accounts payable	78,736	146,083
Net assets available for benefits	\$58,596,608	\$56,083,790

See accompanying notes to fund financial statements.

On behalf of McMaster University:

 Roger Couldrey
 Vice-President (Administration)
 McMaster University

 Deidre Henne
 Assistant Vice-President (Administration) & CFO
 McMaster University

THE CONTRIBUTORY PENSION PLAN FOR HOURLY-RATED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Statement of Changes in Net Assets Available for Benefits

Year ended June 30, 2018, with comparative information for 2017

	2018	2017
INCREASE IN NET ASSETS:		
Net realized gain on sales of investments	\$ 1,482,022	\$ 2,563,598
Investment income	1,548,045	1,262,942
	3,030,067	3,826,540
Change in net unrealized gain in investments	322,153	1,185,433
	3,352,220	5,011,973
Contributions:		
Employer current service	613,086	666,397
Employer special	1,184,517	371,148
Employee required	444,266	482,897
	2,241,869	1,520,442
	5,594,089	6,532,415
DECREASE IN NET ASSETS:		
Payments to members:		
Pension benefits	2,558,876	2,453,771
Termination benefits	227,193	526,066
	2,786,069	2,979,837
Expenses:		
Investment manager	227,935	222,163
Professional	40,220	130,846
Trustee and custodial	14,330	12,750
Audit	9,234	9,238
Pension filing	3,483	3,559
	295,202	378,556
	3,081,271	3,358,393
Increase in net assets available for benefits	2,512,818	3,174,022
Net assets available for benefits, beginning of year	56,083,790	52,909,768
Net assets available for benefits, end of year	\$58,596,608	\$56,083,790

See accompanying notes to fund financial statements.

THE CONTRIBUTORY PENSION PLAN FOR HOURLY-RATED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements

Year ended June 30, 2018

The Contributory Pension Plan for Hourly-Rated Employees of McMaster University including McMaster Divinity College (the "Plan") is a defined benefit registered pension plan in the Province of Ontario under registration number 0215418.

The Plan is operated in accordance with the Trust and Custodial Services Agreement dated June 30, 1999, between McMaster University ("Administrator") and CIBC Mellon Trust Company ("CIBC Mellon"), as Trustee.

1. Significant accounting policies:

(a) Basis of presentation:

As permitted under Section 76 of the Regulation to the Pension Benefits Act (Ontario), the Plan has prepared fund financial statements in accordance with Canadian accounting standards for pension plans excluding pension obligations and any resulting surplus or deficit.

The Plan complies on a consistent basis with International Financial Reporting Standards ("IFRS") in Part I of The Chartered Professional Accountants' ("CPA Canada") Handbook - Accounting.

These fund financial statements have been prepared to assist the Administrator of The Contributory Pension Plan for Hourly-Rated Employees of McMaster University including McMaster Divinity College in meeting the requirements of the Financial Services Commission of Ontario under Section 76 of Regulation 909 of the Pension Benefits Act (Ontario). As a result, these fund financial statements may not be suitable for another purpose.

The fund financial statements of the Plan do not purport to show the adequacy of the Plan's assets to meet its pension obligation. Such an assessment requires additional information, such as the Plan's actuarial reports and information about McMaster University and McMaster Divinity College's financial health.

(b) Basis of measurement:

The fund financial statements have been prepared on the historical cost basis, except for investments and derivative financial instruments which are measured at fair value through the statement of changes in net assets available for benefits.

(c) Functional and presentation currency:

These fund financial statements are presented in Canadian dollars, which is the Plan's functional currency.

THE CONTRIBUTORY PENSION PLAN FOR HOURLY-RATED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements

Year ended June 30, 2018

1. Significant accounting policies (continued):

(d) Financial assets and financial liabilities:

(i) Non-derivative financial assets:

Financial assets are recognized initially on the trade date, which is the date that the Plan becomes a party to the contractual provisions of the instrument. Upon initial recognition, attributable transaction costs are recognized in the statement of changes in net assets available for benefits as incurred.

The Plan measures all of its investments at fair value through the statement of changes in net assets available for benefits.

All other non-derivative financial assets including contributions receivable are measured at amortized cost.

The Plan derecognizes a financial asset when the contractual rights to the cash flows from the asset expire, or it transfers the rights to receive the contractual cash flows in a transaction in which substantially all the risks and rewards of ownership of the financial asset are transferred or in which the Plan neither transfers nor retains substantially all the risks and rewards of ownership and does not retain control of the financial asset.

On derecognition of a financial asset, the difference between the carrying amount of the asset and consideration received is recognized in the statement of changes in net assets available for benefits as a net realized gain on sale of investments.

(ii) Non-derivative financial liabilities:

All financial liabilities are recognized initially on the trade date at which the Plan becomes a party to the contractual provisions of the instrument.

The Plan derecognizes a financial liability when its contractual obligations are discharged, cancelled or expired.

Financial assets and liabilities are offset and the net amount presented in the statement of net assets available for benefits when, and only when, the Plan has a legal right to offset the amounts and it intends either to settle on a net basis or to realize the asset and settle the liability simultaneously.

The Plan considers its accounts payable to be a non-derivative financial liability.

(e) Fair value measurement:

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction on the measurement date.

In determining fair value, the Plan follows the guidance in IFRS 13, Fair Value Measurement ("IFRS 13"), in Part I of the CPA Canada Handbook. As allowed under IFRS 13, if an asset or a liability measured at fair value has a bid and an ask price, the price within the bid-ask spread that is the most representative of fair value in the circumstances shall be used to measure fair value. The Plan uses closing market price as a practical expedient for fair value measurement.

THE CONTRIBUTORY PENSION PLAN FOR HOURLY-RATED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements

Year ended June 30, 2018

1. Significant accounting policies (continued):

(e) Fair value measurement (continued):

When available, the Plan measures the fair value of an instrument using quoted prices in an active market for that instrument. A market is regarded as active if quoted prices are readily and regularly available and represent actual and regularly occurring market transactions on an arm's length basis.

If a market for a financial instrument is not active, then the Plan establishes fair value using a valuation technique. Valuation techniques include using recent arm's length transactions between knowledgeable, willing parties (if available), reference to the current fair value of other instruments that are substantially the same, discounted cash flow analyses and option pricing models.

The best evidence of the fair value of a financial instrument at initial recognition is the transaction price, i.e. the fair value of the consideration given or received, unless the fair value of that instrument is evidenced by comparison with other observable current market transactions in the same instrument or based on a valuation technique whose variables include only data from observable markets. When transaction price provides the best evidence of fair value at initial recognition, the financial instrument is initially measured at the transaction price and any difference between this price and the value initially obtained from a valuation model is subsequently recognized in profit or loss on an appropriate basis over the life of the instrument but not later than when the valuation is supported wholly by observable market data or the transaction is closed out.

All changes in fair value, other than interest and dividend income, are recognized in the statement of changes in net assets available for benefits as part of the change in net unrealized gain in investments.

Pooled funds are valued at the unit values supplied by the pooled fund administrator, which represent the Plan's proportionate share of underlying net assets at fair value using closing market prices.

Fair values of investments are determined as follows:

- i) Bonds and equities are valued at year-end quoted closing prices where available. Where quoted prices are not available, estimated fair values are calculated using comparable securities.
- ii) Short-term notes, treasury bills and term deposits maturing within a year are stated at cost, which together with accrued interest income approximates fair value given the short-term nature of these investments.
- iii) Pooled funds are valued at the unit values supplied by the pooled fund administrator, which represent the Plan's proportionate share of underlying net assets at fair values determined using closing market prices.

Investment transactions are accounted for on the trade date.

(f) Investment income:

Investment income, which is recorded on the accrual basis, includes interest income, dividends and pooled fund distributions.

(g) Change in net unrealized gain in investments:

The change in net unrealized gain in investments is the change in the difference between the fair value and cost of investments from the beginning to the end of the year.

THE CONTRIBUTORY PENSION PLAN FOR HOURLY-RATED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements

Year ended June 30, 2018

1. Significant accounting policies (continued):

(h) Net realized gain on sales of investments:

The net realized gain on sales of investments is the difference between proceeds received and the average cost of investments sold.

(i) Income taxes:

The Plan is a Registered Pension Trust, as defined by the Income Tax Act (Canada) and, accordingly, is not subject to income taxes.

(j) Foreign currency:

Transactions in foreign currencies are translated into Canadian dollars at the exchange rate at the dates of the transactions. Monetary assets and liabilities denominated in foreign currencies at the reporting date are retranslated into Canadian dollars at the exchange rate at that date.

The fair values of foreign currency denominated investments are translated into Canadian dollars at year-end rates of exchange. Gains and losses arising from transactions are included in investment income within the statement of changes in net assets available for benefits.

(k) Use of estimates:

The preparation of the fund financial statements requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets and liabilities at the date of the statement of net assets and the reported amounts of changes in net assets available for benefits during the year. Actual results may differ from those estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimates are revised and in any future years affected.

2. Pooled fund investments:

The following summary of pooled fund investments includes information provided in respect of individual investments with a book value or fair value in excess of 1% of the book or fair value of the Plan as at June 30, 2018, as required by the Pension Benefits Act (Ontario), with comparative information for 2017.

Fund name	Nature of investments held	2018 Fair value	2017 Fair value
Jarislowsky Fraser Bond Fund	Canadian bonds	\$ 21,751,693	\$ 20,884,783
Jarislowsky Fraser Canadian Equity Fund	Canadian equities	12,098,472	11,398,168
Jarislowsky Fraser U.S. Equity Fund	U.S. equities	11,942,258	11,475,072
Jarislowsky Fraser International Equity Fund	International equities	12,437,938	12,020,283
		\$ 58,230,361	\$ 55,778,306

All pooled funds held by the Plan are managed by Jarislowsky Fraser Limited. The book value of pooled fund investments at June 30, 2018 was \$53,160,491 (2017 - \$51,030,589).

THE CONTRIBUTORY PENSION PLAN FOR HOURLY-RATED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements

Year ended June 30, 2018

3. Related party transaction:

The Administrator has provided administrative services without charge.

4. Financial instruments:

The investment objectives of the Plan are to efficiently fund the benefits of the participating plan members. As part of the risk management process, the Administrator has established a diversification policy, set rate of return objectives and developed specific investment guidelines.

(a) Fair value:

The fair value of investments is disclosed in note 2. The fair value of the Plan's other financial assets and liabilities, being cash, employee and employer contributions receivable, other receivables, and accounts payable, approximate carrying value due to the short-term nature of the instruments.

Fair value measurements recognized in the statement of net assets available for benefits are categorized using a fair value hierarchy that reflects the significance of inputs used in determining the fair values.

- Level 1 - unadjusted quoted prices in active markets for identical assets or liabilities;
- Level 2 - inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly; and
- Level 3 - inputs for assets and liabilities that are not based on observable market data.

The following is a summary of the Plan's assets carried at fair value:

2018	Level 1	Level 2	Level 3	Total
Canadian bonds	\$ -	\$ 21,751,693	\$ -	\$ 21,751,693
Canadian equities	-	12,098,472	-	12,098,472
U.S. equities	-	11,942,258	-	11,942,258
International equities	-	12,437,938	-	12,437,938
	\$ -	\$ 58,230,361	\$ -	\$ 58,230,361

2017	Level 1	Level 2	Level 3	Total
Canadian bonds	\$ -	\$ 20,884,783	\$ -	\$ 20,884,783
Canadian equities	-	11,398,168	-	11,398,168
U.S. equities	-	11,475,072	-	11,475,072
International equities	-	12,020,283	-	12,020,283
	\$ -	\$ 55,778,306	\$ -	\$ 55,778,306

THE CONTRIBUTORY PENSION PLAN FOR HOURLY-RATED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements

Year ended June 30, 2018

4. Financial instruments (continued):

(b) Associated risks:

(i) Market price risk:

Market price risk is the risk that the value of an instrument will fluctuate as a result of changes in market prices, whether those changes are caused by factors specific to an individual investment, its issuer or all other factors affecting all instruments traded in the market. As all of the Plan's financial instruments are carried at fair value with fair value changes recognized in the statement of changes in net assets available for benefits, all changes in market conditions will directly affect the net increase (decrease) in net assets available for benefits. Market price risk is managed by the Administrator through construction of a diversified portfolio of instruments traded on various markets and across various industries.

As of June 30, 2018, had the value of all equity benchmarks increased or decreased by 10% with all other variables remaining unchanged, and assuming there is a perfect positive correlation between the Plan's equities and benchmarks, the value of the Plan's total equities would have increased or decreased respectively, by approximately \$3,648,000 (2017 - \$3,489,000).

(ii) Interest rate risk:

Interest rate risk is the risk that the market value of the Plan's investments will fluctuate due to changes in market interest rates. The value of the Plan's assets is affected by short-term changes in interest rates and equity markets. Interest rate changes directly impact the value of fixed income securities held in the Bond Fund.

As at June 30, 2018, had the prevailing interest rates increased or decreased by 1% with all other variables remaining unchanged, the value of the bond securities component of the Plan would have increased or decreased by approximately \$1,570,000 (2017 - \$1,537,000).

(iii) Liquidity risk:

Liquidity risk is the risk that the Plan may be unable to meet pension payment obligations in a timely manner and at a reasonable cost. Management of liquidity seeks to ensure that even under adverse conditions, the Plan has access to immediate cash that is necessary to cover benefits payable, withdrawals and other liabilities. The Statement of Investment Policies & Procedures requires the Plan's investments to be highly liquid, so they can be converted into cash on short notice. The Plan's exposure to liquidity risk is considered negligible.

The accrued expenses of the plan are all due within 90 days or less.

The following table summarizes the contractual maturities of all fixed income securities as at June 30, 2018, by the earlier of contractual repricing or maturity dates:

Maturity range	2018		2017	
	Fair value	Percentage of fixed income	Fair value	Percentage of fixed income
0 to 5 years	\$ 9,962,276	45.8%	\$10,533,909	50.4%
5 to 10 years	7,199,810	33.1%	5,598,248	26.8%
Over 10 years	4,589,607	21.1%	4,752,626	22.8%
	\$ 21,751,693	100.0%	\$ 20,884,783	100.0%

THE CONTRIBUTORY PENSION PLAN FOR HOURLY-RATED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements

Year ended June 30, 2018

4. Financial instruments (continued):

(b) Associated risks (continued):

(iv) Foreign currency risk:

Foreign currency risk is the risk that fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The Plan invests in financial instruments denominated in various foreign currencies, other than its measurement currency. Consequently, the Plan is exposed to risks that the exchange of various currencies may change in a manner that has an adverse effect on the value of the portion of the Plan's assets denominated in currencies other than the Canadian dollar. The Plan's overall currency positions and exposures are monitored on a regular basis by the investment manager.

The Plan's currency exposure of its investments as at June 30, 2018, is as follows:

	2018		2017	
	Canadian dollar equivalent	Percentage of total	Canadian dollar equivalent	Percentage of total
US Dollar	\$ 12,529,109	21.5%	\$ 12,210,813	21.7%
Euro	4,755,027	8.1%	4,851,617	8.6%
Pound Sterling	2,127,067	3.6%	2,224,025	4.0%
Japanese Yen	1,809,985	3.1%	1,877,486	3.3%
Swiss Franc	1,545,958	2.6%	1,384,279	2.5%
Other	1,613,050	2.8%	947,135	1.7%
	\$ 24,380,196	41.7%	\$ 23,495,355	41.8%

As at June 30, 2018, if the Canadian dollar strengthened or weakened by 5% (2017 - 5%) in each respective foreign currency, with all other factors remaining constant, the following table summarizes the estimated impacts:

	2018		2017	
	Net exposure	Estimated impact	Net exposure	Estimated impact
US Dollar	\$ 12,529,109	\$ 626,456	\$ 12,210,813	\$ 610,541
Euro	4,755,027	237,751	4,851,617	242,581
Pound Sterling	2,127,067	106,353	2,224,025	111,201
Japanese Yen	1,809,985	90,499	1,877,486	93,874
Swiss Franc	1,545,958	77,298	1,384,279	69,214
Other	1,613,050	80,653	947,135	47,357
	\$ 24,380,196	\$ 1,219,010	\$ 23,495,355	\$ 1,174,768

THE CONTRIBUTORY PENSION PLAN FOR HOURLY-RATED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements

Year ended June 30, 2018

4. Financial instruments (continued):

(b) Associated risks (continued):

(v) Credit risk:

Credit risk is the risk that an issuer or counterparty will be unable or unwilling to meet a commitment that it has entered into with the Plan. Credit risk is generally higher when a non-exchange traded financial instrument is involved because the counterparty for non-exchange traded financial instruments is not backed by an exchange clearing house. The Plan policy does not permit investments in below investment grade securities. The credit risk is minimized by dealing with borrowers considered to be of high quality and by monitoring their credit risk. The Plan records all investments at fair value and therefore the values reflected in the statement of net assets available for benefits represent the maximum credit exposure to the Plan. The following is a summary of the June 30, 2018 weighted average of funds invested, and the respective allocation targets:

	Asset Mix %	Policy Asset Mix %		
		Minimum	Benchmark	Maximum
Canadian equities	20.7%	10.0	20.0	30.0
U.S. equities	20.4%	8.0	18.0	28.0
International equities	21.3%	7.0	17.0	27.0
Total equities	62.4%	40.0	55.0	70.0
Fixed income	37.2%	25.0	45.0	65.0
Cash	0.4%	0.0	0.0	10.0
Total	100.0%		100.0	

The following are the Plan's investments in interest-bearing financial instruments and the Plan's exposure to credit risk as at June 30, 2018:

Credit rating	2018		2017	
	Fair value	Percentage of portfolio	Fair value	Percentage of portfolio
AAA	\$ 4,676,614	21.5%	\$ 4,364,920	20.9%
AA	9,657,752	44.4%	9,231,074	44.2%
A	5,916,460	27.2%	6,098,356	29.2%
BBB	1,500,867	6.9%	1,190,433	5.7%
	\$ 21,751,693	100.0%	\$ 20,884,783	100.0%

THE CONTRIBUTORY PENSION PLAN FOR HOURLY-RATED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements

Year ended June 30, 2018

4. Financial instruments (continued):

(c) Interest bearing investments:

The following information is provided in respect to interest-bearing investments:

	2018		2017	
	Investment total	Average effective yield	Investment total	Average effective yield
Cash and equivalents	\$ 235,208	0.1%	\$ 398,120	0.1%
Jarislowsky Fraser Bond Fund	\$ 21,751,693	2.8%	\$ 20,884,783	2.2%

The average effective yield is the rate at which the future cash flows of the instrument must be discounted to arrive at the fair value of the instrument.

5. Capital risk management:

The capital of the Plan is represented by the net assets available for benefits. The main objective of the Plan is to ensure the security of the promised pension benefits under the Plan. The Plan fulfils its primary objective by adhering to specific investment policies outlined in its Statement of Investment Policies and Procedures (the "SIP&P"), which is reviewed annually by the Pension Committee. The Plan manages net assets available for benefits by engaging knowledgeable investment managers who are charged with the responsibility of investing existing funds and new funds (contributions) in accordance with the approved SIP&P. The SIP&P was last amended effective October 22, 2015 to reflect changes required by the Financial Services Commission of Ontario.

Although there are no regulatory requirements relating to the level of net assets available for benefits, the funding to be maintained by the defined benefit Plan is determined through triennial actuarial valuations. No contributions remain past due as of June 30, 2018. The pension plan investments fell within the asset mix target ranges for the Plan as at June 30, 2018.

The Plan is required to file fund financial statements with the Financial Services Commission of Ontario annually.

Fund Financial Statements of

**THE CONTRIBUTORY PENSION PLAN
FOR SALARIED EMPLOYEES
OF McMASTER UNIVERSITY INCLUDING
McMASTER DIVINITY COLLEGE 2000**

Year ended June 30, 2018

Registration Number 1079920



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Commerce Place
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Canada
Telephone (905) 523-8200
Fax (905) 523-2222

INDEPENDENT AUDITORS' REPORT

To the Administrator of The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College 2000

We have audited the accompanying fund financial statements of The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College 2000, which comprise the statement of net assets available for benefits as at June 30, 2018, the statement of changes in net assets available for benefits for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information. The fund financial statements have been prepared by management based on the financial reporting provisions of Section 76 of the Regulations to the Pension Benefits Act (Ontario).

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these fund financial statements in accordance with the financial reporting provisions of Section 76 of the Regulations to the Pension Benefits Act (Ontario), and for such internal control as management determines is necessary to enable the preparation of fund financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these fund financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance about whether the fund financial statements are free from material misstatement.



An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the fund financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the fund financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the fund financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the fund financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the fund financial statements present fairly, in all material respects, the net assets available for benefits of The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College 2000 as at June 30, 2018, and its changes in net assets available for benefits for the year then ended in accordance with the financial reporting provisions of Section 76 of the Regulations to the Pension Benefits Act (Ontario).

Basis of accounting and restriction on use

Without modifying our opinion, we draw attention to Note 1 (a) to the financial statements, which describes the basis of accounting. The fund financial statements are prepared to assist the Administrator of The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College 2000 to meet the requirements of the Financial Services Commission of Ontario. As a result, the fund financial statements may not be suitable for another purpose. Our report is intended solely for the Administrator of The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College 2000 and the Financial Services Commission of Ontario for complying with Section 76 of the Regulations to the Pension Benefits Act (Ontario) and should not be used by any other parties for any other purpose.

KPMG LLP

Chartered Professional Accountants, Licensed Public Accountants

Hamilton, Canada
November 8, 2018

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Statement of Net Assets Available for Benefits
(thousands of dollars)

June 30, 2018, with comparative information for 2017

	2018	2017
Assets		
Employer contributions receivable	\$ 5,343	\$ 5,182
Employee contributions receivable	2,386	2,284
Investment in Master Trust (note 2)	2,057,129	1,898,620
	<u>2,064,858</u>	<u>1,906,086</u>
Liabilities		
Fees payable and accrued liabilities	1,527	2,263
Net assets available for benefits	<u>\$ 2,063,331</u>	<u>\$ 1,903,823</u>

See accompanying notes to fund financial statements.

On behalf of the Administrator:

Roger Couldrey
Vice-President (Administration)
McMaster University

Deidre Henne
Assistant Vice-President (Administration) & CFO
McMaster University

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Statement of Changes in Net Assets Available for Benefits
(thousands of dollars)

June 30, 2018, with comparative information for 2017

	2018	2017
INCREASE IN NET ASSETS		
Investment income allocated by the Master Trust Fund (note 4):		
Investment income	\$ 45,765	\$ 41,698
Net realized gain on sale of investments	61,677	45,409
Net realized gain on sale of units in the Master Trust Fund	15,984	13,140
	123,426	100,247
Change in net unrealized gain in investments	40,524	96,826
	163,950	197,073
Contributions:		
Employer current service	29,186	28,013
Employer past service	29,904	30,361
Employee required	24,728	24,153
Employee transfers from other plans	280	693
	84,098	83,220
	248,048	280,293
DECREASE IN NET ASSETS		
Payments to members:		
Pension benefits	73,106	69,292
Termination benefits	9,382	9,938
	82,488	79,230
Expenses:		
Investment managers	4,750	4,949
Professional	689	595
Administrative (note 5)	298	298
Trustee and custodial	236	258
Pension filing	61	47
Audit	18	18
	6,052	6,165
	88,540	85,395
Net increase in net assets available for benefits	159,508	194,898
Net assets available for benefits, beginning of year	1,903,823	1,708,925
Net assets available for benefits, end of year	\$ 2,063,331	\$ 1,903,823

See accompanying notes to fund financial statements.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

The Contributory Pension Plan for Salaried Employees of McMaster University Including McMaster Divinity College 2000 (the "Plan") is a defined benefit registered pension plan in the Province of Ontario under registration number 1079920, the Administrator of which is McMaster University.

McMaster University operates the Master Trust Fund to facilitate the collective management of the investment assets for pension plans of McMaster University and Divinity College. These fund financial statements reflect the consolidation of net assets held by the Plan directly and its share of the net assets of the Master Trust Fund.

The Plan is operated in accordance with the Trust and Custodial Services Agreement dated July 1, 2000, between McMaster University (the "Administrator") and CIBC Mellon Trust Company (the "Trustee").

1. Significant accounting policies:

(a) Basis of presentation:

As permitted under Section 76 of the Regulation to the Pension Benefits Act (Ontario), the Plan has prepared fund financial statements in accordance with Canadian accounting standards for pension plans excluding pension obligations and any resulting surplus or deficit.

The Plan complies on a consistent basis with International Financial Reporting Standards ("IFRS") in Part I of the Chartered Professional Accountants ("CPA Canada") Handbook - Accounting.

These fund financial statements have been prepared to assist the Administrator of The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College 2000 in meeting the requirements of the Financial Services Commission of Ontario. As a result, these fund financial statements may not be suitable for another purpose.

These fund financial statements of the Plan do not purport to show the adequacy of the Plan's assets to meet its pension obligation. Such an assessment requires additional information, such as the Plan's actuarial reports and information about McMaster University including McMaster Divinity College 2000's financial health.

(b) Basis of measurement:

The fund financial statements have been prepared on the historical cost basis, except for investments and derivative financial instruments which are measured at fair value through the statement of changes in net assets available for benefits.

(c) Functional and presentation currency:

These fund financial statements are presented in Canadian dollars, which is the Plan's functional currency.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

1. Significant accounting policies (continued):

(d) Financial assets and financial liabilities:

(i) Non-derivative financial assets:

Financial assets are recognized initially on the trade date, which is the date that the Plan becomes a party to the contractual provisions of the instrument. Upon initial recognition, attributable transaction costs are recognized in the statement of changes in net assets available for benefits as incurred.

The Plan measures all of its investments at fair value through the statement of changes in net assets available for benefits.

All other non-derivative financial assets including contributions receivable are measured at amortized cost.

The Plan derecognizes a financial asset when the contractual rights to the cash flows from the asset expire, or it transfers the rights to receive the contractual cash flows in a transaction in which substantially all the risks and rewards of ownership of the financial asset are transferred or in which the Plan neither transfers nor retains substantially all the risks and rewards of ownership and does not retain control of the financial asset.

On de-recognition of a financial asset, the difference between the carrying amount of the asset and consideration received is recognized in the statement of changes in net assets available for benefits as a net realized gain (loss) on sale of investments.

(ii) Non-derivative financial liabilities:

All financial liabilities are recognized initially on the trade date at which the Plan becomes a party to the contractual provisions of the instrument.

The Plan derecognizes a financial liability when its contractual obligations are discharged, cancelled or expired.

Financial assets and liabilities are offset and the net amount presented in the statement of net assets when, and only when, the Plan has a legal right to offset the amounts and it intends either to settle on a net basis or to realize the asset and settle the liability simultaneously.

The Plan considers its fees payable and accrued liabilities to be a non-derivative financial liability.

(iii) Derivative financial instruments:

Derivative financial instruments are recognized initially at fair value and attributable transaction costs are recognized in the statement of changes in net assets available for benefits as incurred. Subsequent to initial recognition, derivatives are measured at fair value, and all changes are recognized immediately in the statement of changes in net assets available for benefits.

(e) Fair value measurement:

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction on the measurement date.

In determining fair value, the Plan follows the guidance in IFRS 13, Fair Value Measurement ("IFRS 13") in Part I of the CPA Canada Handbook. As allowed under IFRS 13, if an asset or a liability measured at fair value has a bid and an ask price, the price within the bid-ask spread that is the most representative of fair value in the circumstances shall be used to measure fair value. The Plan uses closing market price as a practical expedient for fair value measurement.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

1. Significant accounting policies (continued):

(e) Fair value measurement (continued):

When available, the Plan measures the fair value of an instrument using quoted prices in an active market for that instrument. A market is regarded as active if quoted prices are readily and regularly available and represent actual and regularly occurring market transactions on an arm's length basis.

If a market for a financial instrument is not active, then the Plan establishes fair value using a valuation technique. Valuation techniques include using recent arm's length transactions between knowledgeable, willing parties (if available), reference to the current fair value of other instruments that are substantially the same, discounted cash flow analyses and option pricing models.

The best evidence of the fair value of a financial instrument at initial recognition is the transaction price, i.e. the fair value of the consideration given or received, unless the fair value of that instrument is evidenced by comparison with other observable current market transactions in the same instrument or based on a valuation technique whose variables include only data from observable markets. When transaction price provides the best evidence of fair value at initial recognition, the financial instrument is initially measured at the transaction price and any difference between this price and the value initially obtained from a valuation model is subsequently recognized in profit or loss on an appropriate basis over the life of the instrument but not later than when the valuation is supported wholly by observable market data or the transaction is closed out.

All changes in fair value, other than interest and dividend income are recognized in the statement of changes in net assets available for benefits as part of the change in net unrealized gains.

Pooled funds are valued at the unit values supplied by the pooled fund administrator, which represent the Plan's proportionate share of underlying net assets at fair value using closing market prices.

Investments are stated at fair value. Fair values of investments including those held within the Master Trust are determined as follows:

- i) Bonds and equities are valued at year-end quoted closing prices where available. Where quoted prices are not available, estimated fair values are calculated using comparable securities.
- ii) Short-term notes, treasury bills and term deposits maturing within a year are stated at cost, which together with accrued interest income approximates fair value given the short-term nature of these investments.
- iii) Pooled funds are valued at the unit values supplied by the pooled fund administrator, which represent the Plan's proportionate share of underlying net assets at fair values determined using closing market prices.
- iv) Investments in derivative financial instruments, including futures, forwards and option contracts, are valued at year-end quoted market prices where available. Where quoted prices are not available, values are determined using pricing models, which take into account current market and contractual prices of the underlying instruments, as well as time value and yield curve or volatility factors underlying the positions.

Unrealized gains and losses on derivative financial instruments, net of premiums paid or received on options contracts, are included in derivative contracts investments.

Investment transactions are accounted for on the trade date.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

1. Significant accounting policies (continued):

(f) Investment income:

Investment income, which is recorded on the accrual basis, includes interest income, dividends and pooled fund distributions.

(g) Change in net unrealized gain in investments:

The change in net unrealized gain in investments is the change in the difference between the fair value and cost of investments from the beginning to the end of the year.

(h) Foreign currency:

Transactions in foreign currencies are translated into Canadian dollars at the exchange rate at the dates of the transactions. Monetary assets and liabilities denominated in foreign currencies at the reporting date are retranslated into Canadian dollars at the exchange rate at that date. The fair values of foreign currency denominated investments are translated into Canadian dollars at year-end rates of exchange. Gains and losses arising from transactions are included in investment income within the statement of changes in net assets available for benefits.

(i) Net realized gain or loss on sales of investments:

The net realized gain on sale of investments represents the difference between proceeds received and the average cost of investments sold.

The net realized gain or loss on sale of units in the Master Trust Fund represents the difference between the proceeds received and the average cost of the units sold.

(j) Income taxes:

The Plan is a Registered Pension Trust as defined by the Income Tax Act (Canada) and, accordingly, is not subject to income taxes.

(k) Use of estimates:

The preparation of the fund financial statements requires management to make judgments, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets and liabilities at the date of the statement of net assets and the reported amounts of changes in net assets available for benefits during the year. Actual results may differ from those estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimates are revised and in any future years affected.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

2. Investment in Master Trust:

Details of the Master Trust Fund investments are as follows:

	2018		2017	
	Cost	Fair Value	Cost	Fair value
Canadian short-term notes and treasury bills	\$ 15,458	\$ 15,458	\$ 13,012	\$ 13,012
Foreign short-term notes and treasury bills	1,167	1,172	846	821
Canadian common and preferred equities	133,056	207,436	125,137	190,639
Foreign common and preferred equities	57,694	95,767	54,824	89,748
Canadian bonds and debentures	143,060	143,091	144,022	143,694
Canadian fixed income pool funds	415,184	428,995	399,526	420,940
Canadian real estate pooled fund investments	20,750	21,260	2,275	2,257
Canadian equity pool fund investments	195,962	198,126	172,003	180,909
Foreign equity pool fund investments	612,036	945,567	579,663	849,399
Net foreign exchange contracts (payable) receivable	-	(9,024)	-	13,500
	1,594,367	2,047,848	1,491,308	1,904,919
Cash	722	722	368	368
Receivables	11,382	11,382	11,061	11,053
Accrued investment income	1,496	1,495	1,116	1,116
Accounts payable	(250)	(250)	(15,208)	(15,202)
	\$ 1,607,717	\$ 2,061,197	\$ 1,488,645	\$ 1,902,254

This allocation of the investment in the Master Trust Fund to the respective pension plans is as follows:

	2018		2017	
	Units	Fair Value	Units	Fair value
The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College 2000	6,790,270	\$ 2,057,129	6,787,186	\$ 1,898,620
The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College	13,428	4,068	12,988	3,634
		\$ 2,061,197		\$ 1,902,254

The book value of the investments in the Plan at June 30, 2018 was \$1,659,904 (2017 - \$1,541,919).

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

3. Statutory disclosures:

The following information is provided in respect of individual investments in the Master Trust Fund with a fair value in excess of 1% of the Master Trust Fund as at June 30, 2018 as required by the Pension Benefits Act (Ontario).

(a) Pooled fund investments:

Fund name	Fund operator	Nature of investments held	Fair value
BlackRock Russell 1000 Alpha Tilts Fund B	BlackRock	U.S. equities	\$ 331,312
BlackRock Long Bond Index Class A	BlackRock	Canadian bonds and debentures	261,696
NCS Canadian Institutional Trusts	Walter Scott	Non-North American equities	192,070
GE Asset Management Canada Fund Canadian Equity	GE Asset Management	Canadian equities	184,010
GMO International Opportunities Equity Allocation Fund	GMO	Non-North American equities	183,370
Templeton International Equity Trust	Franklin Templeton	Non-North American equities	128,809
T Rowe Price U.S. Large Cap Core Corp Growth Equity	T Rowe Price	US equities	113,181
BlackRock Universe Bond Index Class A	BlackRock	Canadian bonds and debentures	98,743
BlackRock Real Return Bond Index Class A	BlackRock	Canadian bonds and debentures	68,556
Bentall Kennedy Prime Canadian Property Fund	Bentall Kennedy	Canadian real estate	21,260

(b) Canadian bonds and debentures:

Issuer	Cost	Fair value
Government of Canada	\$ 19,645	\$ 19,996
Provincials (Canadian)	50,883	51,234
Corporate	72,532	71,861

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

4. Investment income:

Details of the investment income earned by the Master Trust Fund are as follows:

	2018	2017
Short-term notes and treasury bills	\$ 48	\$ 9
Canadian common and preferred equities	7,450	3,583
Foreign common and preferred equities	6,818	5,870
Bonds and debentures	1,331	4,220
Pooled fund investments	97,567	72,748
Foreign exchange gains (losses) including derivatives	11,185	(9,028)
	\$ 124,399	\$ 77,402

The allocation of the investment income to the respective pension plans is as follows:

	2018	2017
The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College 2000	\$ 123,426	\$ 100,247
The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College	218	166
	\$ 123,644	\$ 100,413
Timing difference between the realization of investment income in the Master Trust Fund and its allocation to the participating Pension Trust Funds	755	(23,011)
	\$ 124,399	\$ 77,402

5. Related party transactions:

McMaster University provides certain administrative services to the Plan which is recorded at the amount agreed to by the parties. The cost for these services for the year ended June 30, 2018 was approximately \$298 (2017 - \$298), and is included in administrative expenses in the statement of changes in net assets available for benefits.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

6. Financial instruments:

The investment objectives of the Plan are to efficiently fund the benefits of the participating plan members. As part of the risk management process, the Administrator has established a diversification policy, set rate of return objectives and developed specific investment guidelines.

(a) Fair value:

The fair value of investments is disclosed in note 2. The fair value of the Plan's other financial assets and liabilities, being contributions receivable and fees payable and accrued liabilities, approximate their carrying values due to the short-term nature of these financial instruments.

Fair value measurements recognized in the statement of net assets available for benefits are categorized using a fair value hierarchy that reflects the significance of inputs used in determining the fair values.

- Level 1 - unadjusted quoted prices in active markets for identical assets or liabilities;
- Level 2 - inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly; and
- Level 3 - inputs for assets and liabilities that are not based on observable market data.

The Plan's investment in Master Trust is classified as Level 2. The following table presents the classification of the Plan's investments held within the Master Trust as at June 30, 2018, using the fair value hierarchy:

2018	Level 1	Level 2	Level 3	Total
Canadian short-term notes and treasury bills	\$ -	\$ 15,458	\$ -	\$ 15,458
Foreign short-term notes and treasury bills	-	1,172	-	1,172
Canadian common and preferred equities	207,436	-	-	207,436
Foreign common and preferred equities	95,767	-	-	95,767
Canadian bonds and debentures	-	143,091	-	143,091
Canadian fixed income pool funds	-	428,995	-	428,995
Canadian real estate pooled fund investments	-	21,260	-	21,260
Canadian equity pool fund investments	-	198,126	-	198,126
Foreign equity pool fund investments	-	945,567	-	945,567
Net foreign exchange contracts payable	\$ -	(9,024)	-	(9,024)
	\$ 303,203	\$ 1,744,645	\$ -	\$ 2,047,848

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

6. Financial instruments (continued):

(a) Fair value (continued):

2017	Level 1	Level 2	Level 3	Total
Canadian short-term notes and treasury bills	\$ -	\$ 13,012	\$ -	\$ 13,012
Foreign short-term notes and treasury bills	-	821	-	821
Canadian common and preferred equities	190,639	-	-	190,639
Foreign common and preferred equities	89,748	-	-	89,748
Canadian bonds and debentures	-	143,694	-	143,694
Canadian fixed income pool funds	-	420,940	-	420,940
Canadian real estate pooled fund investments	-	2,257	-	2,257
Canadian equity pool fund investments	-	180,909	-	180,909
Foreign equity pool fund investments	-	849,399	-	849,399
Net foreign exchange contracts receivable	-	13,500	-	13,500
	\$ 280,387	\$ 1,624,532	\$ -	\$ 1,904,919

(b) Associated risks:

(i) Market price risk:

Market price risk is the risk that the value of an instrument will fluctuate as a result of changes in market prices, whether those changes are caused by factors specific to an individual investment, its issuer or all other factors affecting all instruments traded in the market. As all of the Plan's financial instruments are carried at fair value with fair value changes recognized in the statement of changes in net assets available for benefits, all changes in market conditions will directly affect the net increase (decrease) in net assets available for benefits. Market price risk is managed by the Administrator through construction of a diversified portfolio of instruments traded on various markets and across various industries.

As at June 30, 2018, had the unit prices of equity benchmarks increased or decreased by 10% with all other variables remaining unchanged, and assuming there is a perfect positive correlation between the Plan's equity and pooled fund securities with all other variables held constant, the value of the Plan's total equities would have increased or decreased by approximately \$146.8 million or 7.1% of total net assets available for benefits (2017 - \$131.3 million or 6.9%). The unit price of the Plan's equity and pooled fund securities are affected by changes in market values, foreign exchange rates and interest rates impacting the underlying equity and debt instruments held within the Plan.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

6. Financial instruments (continued):

(b) Associated risks (continued):

(ii) Interest rate risk:

Interest rate risk is the risk that the market value of the Plan's investments will fluctuate due to changes in market interest rates. The Plan is exposed to the risk that the fair value or future cash flows of an investment will fluctuate because of changes in the market interest rates. The Plan mitigates this risk by diversifying the maturity schedule of its fixed income securities.

As at June 30, 2018, had the prevailing interest rates increased or decreased by 1%, with all other variables held constant, the value of the debt securities component of the Plan would have increased or decreased, respectively, by approximately \$95.3 million or 4.6% of total net assets available for benefits (2017 - \$94.8 million or 5.0%).

(iii) Liquidity risk:

Liquidity risk is the risk that the Plan may be unable to meet pension payment obligations in a timely manner and at a reasonable cost. Management of liquidity seeks to ensure that even under adverse conditions, the Plan has access to immediate cash that is necessary to cover benefits payable, withdrawals and other liabilities. The Statement of Investment Policies & Procedures requires the plan's investments to be highly liquid, so they can be converted into cash on short notice. The plan's exposure to liquidity risk is considered negligible.

The accrued expenses of the plan are all due within 90 days or less.

The following table summarizes the contractual maturities of all fixed income securities as at June 30th by the earlier of contractual repricing or maturity dates:

Maturity range	2018		2017	
	Fair value	Percentage of fixed income	Fair value	Percentage of fixed income
0 to 5 years	\$ 116,861	20.4%	\$ 126,642	22.4%
5 to 10 years	74,314	12.9%	68,398	12.1%
Over 10 years	383,491	66.7%	370,976	65.5%
	\$ 574,666	100.0%	\$ 566,016	100.0%

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

6. Financial instruments (continued):

(b) Associated risks (continued):

(iv) Foreign currency risk:

Foreign currency risk is the risk that fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The Plan invests in financial instruments denominated in various foreign currencies, other than its measurement currency. Consequently, the Plan is exposed to risks that the exchange of the various currencies may change in a manner that has an adverse effect on the value of the portion of the Plan's assets denominated in currencies other than the Canadian dollar. As at June 30, 2018 and June 30, 2017, the Plan held currency contracts which mitigated its exposure to currency risk. The Plan's overall currency positions and exposures are monitored on a regular basis by the Administrator.

The Plan's currency exposure of its investments as at June 30 is as follows:

	2018		2017	
	Canadian dollar equivalent	Percentage of total	Canadian dollar equivalent	Percentage of total
US dollar	\$ 551,237	26.7%	\$ 509,009	26.8%
Euro	138,772	6.7%	120,425	6.3%
Japanese Yen	112,471	5.5%	95,976	5.0%
Other	95,511	4.6%	87,555	4.6%
Pound Sterling	78,426	3.8%	64,355	3.4%
Swiss Franc	33,904	1.6%	26,727	1.4%
Hong Kong dollar	28,481	1.4%	38,047	2.0%
	\$ 1,038,802	50.3%	\$ 942,094	49.5%

As at June 30, 2018, if the Canadian dollar strengthened or weakened by 5% in each respective foreign currency, with all other factors remaining constant, the following table summarizes the estimated impacts:

	2018		2017	
	Net exposure	Estimated impact	Net exposure	Estimated impact
US dollar	\$ 551,237	\$ 27,562	\$ 509,009	\$ 25,450
Euro	138,772	6,939	120,425	6,021
Japanese Yen	112,471	5,624	95,976	4,799
Other	95,511	4,776	87,555	4,378
Pound Sterling	78,426	3,921	64,355	3,218
Swiss Franc	33,904	1,695	26,727	1,336
Hong Kong dollar	28,481	1,424	38,047	1,902
	\$ 1,038,802	51,941	\$ 942,094	47,104

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

6. Financial instruments (continued):

(b) Associated risks (continued):

(v) Credit risk:

Credit risk is the risk that an issuer or counterparty will be unable or unwilling to meet a commitment that it has entered into with the Plan. Credit risk is generally higher when a non-exchange traded financial instrument is involved because the counterparty for non-exchange traded financial instruments is not backed by an exchange clearing house. The Plan policy does not permit investments in below investment grade securities. The credit risk is minimized by dealing with borrowers considered to be of high quality and by monitoring their credit risk. The Plan records all investments at fair value and therefore the values reflected in the statement of net assets available for benefits represent the maximum credit exposure to the Plan.

The following is a summary of the June 30, 2018 weighted average of funds invested, and the respective allocation targets:

	Policy Asset Mix %			
	Asset Mix %	Minimum	Benchmark	Maximum
Canadian equities	19.9	16.0	20.0	24.0
U.S. equities	26.3	17.0	22.0	27.0
International equities	24.6	17.0	22.0	27.0
Real assets ¹	1.0	-	1.0	10.0
Total equities and real assets	71.8		65.0	
Fixed income	27.9	20.0	35.0	50.0
Cash and short term investment	0.3	-	0.0	10.0
Total fixed income	28.2		35.0	
Total	100.0		100.0	

¹ Real assets includes real estate and infrastructure investments.

The Total Fund Policy states that a minimum of 50% to a maximum of 80% of the total fund's assets can be invested in equities and real assets. The Total Fund Policy also states a minimum of 20% to a maximum of 50% of the total fund's assets can be invested in fixed income which includes cash and short term investments.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

6. Financial instruments (continued):

(b) Associated risks (continued):

(v) Credit risk (continued):

The following is a summary of the Plan's investments in interest-bearing financial instruments and the Plan's exposure to credit risk as at June 30, 2018:

Credit rating	2018		2017	
	Fair value	Percentage of portfolio	Fair value	Percentage of portfolio
AAA	\$ 194,868	33.9	\$ 197,654	34.9
AA	228,872	39.8	226,055	39.9
A	106,317	18.5	97,938	17.3
BBB	44,609	7.8	42,251	7.5
Lower than BBB	-	-	2,118	0.4
	\$ 574,666	100.0	\$ 566,016	100.0

(c) Interest-bearing investments:

The following information is provided in respect of interest-bearing investments in the Master Trust Fund:

	2018		2017	
	Investment total	Average effective yield	Investment total	Average effective yield
Short-term notes and treasury bills	\$ 16,630	0.7%	\$ 13,833	0.3%
Canadian bonds and debentures	\$ 143,091	2.9%	\$ 143,694	2.2%

The average effective yield is the rate at which the future cash flows of the instrument must be discounted to arrive at the fair value of the instrument.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE 2000

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

7. Capital risk management:

The capital of the plan is represented by the net assets available for benefits. The main objective of the defined benefit Plan is to ensure the security of the promised pension benefits under the Plan. The Plan fulfils its primary objective by adhering to specific investment policies outlined in its Statement of Investment Policies and Procedures (the "SIP & P"), which is reviewed annually by the Pension Committee. The Plan manages net assets available for benefits by engaging knowledgeable investment managers who are charged with the responsibility of investing existing funds and new funds (contributions) in accordance with the approved SIP & P. The SIP & P was last amended effective December 7, 2017. The latest amendment to the SIP & P included updates to align with industry practice and to reflect regulatory requirements, as well as updates to eligible investments, manager mandates, and investment mix.

Although there are no regulatory requirements relating to the level of net assets available for benefits, the funding to be maintained by the defined benefit Plan is determined through triennial actuarial valuations. No contributions remain past due as of June 30, 2018. The pension plan investments fell within the asset mix target ranges for the Plan as at June 30, 2018.

The Plan is required to file fund financial statements with the Financial Services Commission of Ontario annually.

Fund Financial Statements of

**THE CONTRIBUTORY PENSION PLAN
FOR SALARIED EMPLOYEES
OF McMASTER UNIVERSITY INCLUDING
McMASTER DIVINITY COLLEGE**

Year ended June 30, 2018

Registration Number 0215400



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Fax (905) 523-2222

INDEPENDENT AUDITORS' REPORT

To the Administrator of The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College

We have audited the accompanying fund financial statements of The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College, which comprise the statement of net assets available for benefits as at June 30, 2018, the statement of changes in net assets available for benefits for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information. The fund financial statements have been prepared by management based on the financial reporting provisions of Section 76 of the Regulations to the Pension Benefits Act (Ontario).

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these fund financial statements in accordance with the financial reporting provisions of Section 76 of the Regulations to the Pension Benefits Act (Ontario), and for such internal control as management determines is necessary to enable the preparation of fund financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these fund financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance about whether the fund financial statements are free from material misstatement.



An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the fund financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the fund financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the fund financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the fund financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the fund financial statements present fairly, in all material respects, the net assets available for benefits of The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College as at June 30, 2018, and its changes in net assets available for benefits for the year then ended in accordance with the financial reporting provisions of Section 76 of the Regulations to the Pension Benefits Act (Ontario).

Basis of accounting and restriction on use

Without modifying our opinion, we draw attention to Note 1 (a) to the financial statements, which describes the basis of accounting. The fund financial statements are prepared to assist the Administrator of The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College to meet the requirements of the Financial Services Commission of Ontario. As a result, the fund financial statements may not be suitable for another purpose. Our report is intended solely for the Administrator of The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College and the Financial Services Commission of Ontario for complying with Section 76 of the Regulations to the Pension Benefits Act (Ontario) and should not be used by any other parties for any other purpose.

KPMG LLP

Chartered Professional Accountants, Licensed Public Accountants

Hamilton, Canada
November 8, 2018

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Statement of Net Assets Available for Benefits
(in thousands of dollars)

June 30, 2018, with comparative information for 2017

	2018	2017
Assets		
Employer contributions receivable	\$ -	\$ 14
Employee contributions receivable	4	4
Investment in Master Trust (note 2)	4,068	3,634
	<u>4,072</u>	<u>3,652</u>
Liabilities		
Fees payable and accrued liabilities	12	14
Net assets available for benefits	\$ 4,060	\$ 3,638

See accompanying notes to fund financial statements.

On behalf of the Administrator:

Roger Couldrey
Vice-President (Administration)
McMaster University

Deidre Henne
Assistant Vice-President (Administration) & CFO
McMaster University

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Statement of Changes in Net Assets Available for Benefits
(in thousands of dollars)

June 30, 2018, with comparative information for 2017

	2018	2017
INCREASE IN NET ASSETS		
Investment income allocated by the Master Trust Fund (note 4):		
Investment income	\$ 90	\$ 78
Net realized gain on sale of investments	120	85
Net realized gain on sale of units in the Master Trust Fund	8	3
	<u>218</u>	<u>166</u>
Change in net unrealized gain in investments	101	203
	<u>319</u>	<u>369</u>
Contributions:		
Employer current service	108	104
Employer past service	13	24
Employee required	38	36
	<u>159</u>	<u>164</u>
	<u>478</u>	<u>533</u>
DECREASE IN NET ASSETS		
Payments to members:		
Pension benefits	2	2
Expenses:		
Investment managers	10	10
Audit	8	8
Professional	33	4
Trustee and custodial	3	3
	<u>54</u>	<u>25</u>
	<u>56</u>	<u>27</u>
Net increase in net assets available for benefits	422	506
Net assets available for benefits, beginning of year	3,638	3,132
Net assets available for benefits, end of year	<u>\$ 4,060</u>	<u>\$ 3,638</u>

See accompanying notes to fund financial statements.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

The Contributory Pension Plan for Salaried Employees of McMaster University Including McMaster Divinity College (the "Plan") is a defined benefit registered pension plan in the Province of Ontario under registration number 0215400, the Administrator of which is McMaster University.

McMaster University operates the Master Trust Fund to facilitate the collective management of the investment assets for pension plans of McMaster University and Divinity College. These fund financial statements reflect the consolidation of net assets held by the Plan directly and its share of the net assets of the Master Trust Fund.

The Plan is operated in accordance with the Trust and Custodial Services Agreement dated July 1, 2000, between McMaster University (the "Administrator") and CIBC Mellon Trust Company (the "Trustee").

1. Significant accounting policies:

(a) Basis of presentation:

As permitted under Section 76 of the Regulation to the Pension Benefits Act (Ontario), the Plan has prepared fund financial statements in accordance with Canadian accounting standards for pension plans excluding pension obligations and any resulting surplus or deficit.

The Plan complies on a consistent basis with International Financial Reporting Standards ("IFRS") in Part I of the Chartered Professional Accountants' ("CPA Canada") Handbook - Accounting.

These fund financial statements have been prepared to assist the Administrator of The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College in meeting the requirements of the Financial Services Commission of Ontario. As a result, these fund financial statements may not be suitable for another purpose.

These fund financial statements of the Plan do not purport to show the adequacy of the Plan's assets to meet its pension obligation. Such an assessment requires additional information, such as the Plan's actuarial reports and information about McMaster University including McMaster Divinity College's financial health.

(b) Basis of measurement:

The fund financial statements have been prepared on the historical cost basis, except for investments and derivative financial instruments which are measured at fair value through the statement of changes in net assets available for benefits.

(c) Functional and presentation currency:

These fund financial statements are presented in Canadian dollars, which is the Plan's functional currency.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

1. Significant accounting policies (continued):

(d) Financial assets and financial liabilities:

(i) Non-derivative financial assets:

Financial assets are recognized initially on the trade date, which is the date that the Plan becomes a party to the contractual provisions of the instrument. Upon initial recognition, attributable transaction costs are recognized in the statement of changes in net assets available for benefits as incurred.

The Plan measures all of its investments at fair value through the statement of changes in net assets available for benefits.

All other non-derivative financial assets including contributions receivable are measured at amortized cost.

The Plan derecognizes a financial asset when the contractual rights to the cash flows from the asset expire, or it transfers the rights to receive the contractual cash flows in a transaction in which substantially all the risks and rewards of ownership of the financial asset are transferred or in which the Plan neither transfers nor retains substantially all the risks and rewards of ownership and does not retain control of the financial asset.

On de-recognition of a financial asset, the difference between the carrying amount of the asset and consideration received is recognized in the statement of changes in net assets available for benefits as a net realized gain (loss) on sale of investments.

(ii) Non-derivative financial liabilities:

All financial liabilities are recognized initially on the trade date at which the Plan becomes a party to the contractual provisions of the instrument.

The Plan derecognizes a financial liability when its contractual obligations are discharged, cancelled or expired.

Financial assets and liabilities are offset and the net amount presented in the statement of net assets when, and only when, the Plan has a legal right to offset the amounts and it intends either to settle on a net basis or to realize the asset and settle the liability simultaneously.

The Plan considers its fees payable and accrued liabilities to be a non-derivative financial liability.

(iii) Derivative financial instruments:

Derivative financial instruments are recognized initially at fair value and attributable transaction costs are recognized in the statement of changes in net assets available for benefits as incurred. Subsequent to initial recognition, derivatives are measured at fair value, and all changes are recognized immediately in the statement of changes in net assets available for benefits.

(e) Fair value measurement:

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction on the measurement date.

In determining fair value, the Plan follows the guidance in IFRS 13, Fair Value Measurement ("IFRS 13") in Part I of the CPA Canada Handbook. As allowed under IFRS 13, if an asset or a liability measured at fair value has a bid and an ask price, the price within the bid-ask spread that is the most representative of fair value in the circumstances shall be used to measure fair value. The Plan uses closing market price as a practical expedient for fair value measurement.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

1. Significant accounting policies (continued):

(e) Fair value measurement (continued):

When available, the Plan measures the fair value of an instrument using quoted prices in an active market for that instrument. A market is regarded as active if quoted prices are readily and regularly available and represent actual and regularly occurring market transactions on an arm's length basis.

If a market for a financial instrument is not active, then the Plan establishes fair value using a valuation technique. Valuation techniques include using recent arm's length transactions between knowledgeable, willing parties (if available), reference to the current fair value of other instruments that are substantially the same, discounted cash flow analyses and option pricing models.

The best evidence of the fair value of a financial instrument at initial recognition is the transaction price, i.e. the fair value of the consideration given or received, unless the fair value of that instrument is evidenced by comparison with other observable current market transactions in the same instrument or based on a valuation technique whose variables include only data from observable markets. When transaction price provides the best evidence of fair value at initial recognition, the financial instrument is initially measured at the transaction price and any difference between this price and the value initially obtained from a valuation model is subsequently recognized in profit or loss on an appropriate basis over the life of the instrument but not later than when the valuation is supported wholly by observable market data or the transaction is closed out.

All changes in fair value, other than interest and dividend income are recognized in the statement of changes in net assets available for benefits as part of the change in net unrealized gains.

Pooled funds are valued at the unit values supplied by the pooled fund administrator, which represent the Plan's proportionate share of underlying net assets at fair value using closing market prices.

Investments are stated at fair value. Fair values of investments including those held within the Master Trust are determined as follows:

- i) Bonds and equities are valued at year-end quoted closing prices where available. Where quoted prices are not available, estimated fair values are calculated using comparable securities.
- ii) Short-term notes, treasury bills and term deposits maturing within a year are stated at cost, which together with accrued interest income approximates fair value given the short-term nature of these investments.
- iii) Pooled funds are valued at the unit values supplied by the pooled fund administrator, which represent the Plan's proportionate share of underlying net assets at fair values determined using closing market prices.
- iv) Investments in derivative financial instruments, including futures, forwards and option contracts, are valued at year-end quoted market prices where available. Where quoted prices are not available, values are determined using pricing models, which take into account current market and contractual prices of the underlying instruments, as well as time value and yield curve or volatility factors underlying the positions.

Unrealized gains and losses on derivative financial instruments, net of premiums paid or received on options contracts, are included in derivative contracts investments.

Investment transactions are accounted for on the trade date.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

1. Significant accounting policies (continued):

(f) Investment income:

Investment income, which is recorded on the accrual basis, includes interest income, dividends and pooled fund distributions.

(g) Change in net unrealized gain in investments:

The change in net unrealized gain in investments is the change in the difference between the fair value and cost of investments from the beginning to the end of the year.

(h) Foreign currency:

Transactions in foreign currencies are translated into Canadian dollars at the exchange rate at the dates of the transactions. Monetary assets and liabilities denominated in foreign currencies at the reporting date are retranslated into Canadian dollars at the exchange rate at that date.

The fair values of foreign currency denominated investments are translated into Canadian dollars at year-end rates of exchange. Gains and losses arising from transactions are included in investment income within the statement of changes in net assets available for benefits.

(i) Net realized gain or loss on sales of investments:

The net realized gain on sale of investments represents the difference between proceeds received and the average cost of investments sold.

The net realized gain or loss on sale of units in the Master Trust Fund represents the difference between the proceeds received and the average cost of the units sold.

(j) Income taxes:

The Plan is a Registered Pension Trust as defined by the Income Tax Act (Canada) and, accordingly, is not subject to income taxes.

(k) Use of estimates:

The preparation of the fund financial statements requires management to make judgments, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets and liabilities at the date of the statement of net assets and the reported amounts of changes in net assets available for benefits during the year. Actual results may differ from those estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimates are revised and in any future years affected.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

2. Investment in Master Trust:

Details of the Master Trust Fund investments are as follows:

	2018		2017	
	Cost	Fair Value	Cost	Fair value
Canadian short-term notes and treasury bills	\$ 15,458	\$ 15,458	\$ 13,012	\$ 13,012
Foreign short-term notes and treasury bills	1,167	1,172	846	821
Canadian common and preferred equities	133,056	207,436	125,137	190,639
Foreign common and preferred equities	57,694	95,767	54,824	89,748
Canadian bonds and debentures	143,060	143,091	144,022	143,694
Canadian fixed income pool funds	415,184	428,995	399,526	420,940
Canadian real estate pooled fund investments	20,750	21,260	2,275	2,257
Canadian equity pool fund investments	195,962	198,126	172,003	180,909
Foreign equity pool fund investments	612,036	945,567	579,663	849,399
Net foreign exchange contracts (payable) / receivable	-	(9,024)	-	13,500
	1,594,367	2,047,848	1,491,308	1,904,919
Cash	722	722	368	368
Receivables	11,382	11,382	11,061	11,053
Accrued investment income	1,496	1,495	1,116	1,116
Accounts payable	(250)	(250)	(15,208)	(15,202)
	\$ 1,607,717	\$ 2,061,197	\$ 1,488,645	\$ 1,902,254

This allocation of the investment in the Master Trust Fund to the respective pension plans is as follows:

	2018		2017	
	Units	Fair Value	Units	Fair value
The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College 2000	6,790,270	\$ 2,057,129	6,787,186	\$ 1,898,620
The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College	13,428	4,068	12,988	3,634
		\$ 2,061,197		\$ 1,902,254

The book value of the investments in the Plan at June 30, 2018 was \$3,337 (2017 - \$3,004).

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

3. Statutory disclosures:

The following information is provided in respect of individual investments in the Master Trust Fund with a fair value in excess of 1% of the Master Trust Fund as at June 30, 2018 as required by the Pension Benefits Act (Ontario).

(a) Pooled fund investments:

Fund name	Fund operator	Nature of investments held	Fair value
BlackRock Russell 1000 Alpha Tilts Fund B	BlackRock	U.S. equities	\$ 331,312
BlackRock Long Bond Index Class A	BlackRock	Canadian bonds and debentures	261,696
NCS Canadian Institutional Trusts	Walter Scott	Non-North American equities	192,070
GE Asset Management Canada Fund Canadian Equity	GE Asset Management	Canadian equities	184,010
GMO International Opportunities Equity Allocation Fund	GMO	Non-North American equities	183,370
Templeton International Equity Trust	Franklin Templeton	Non-North American equities	128,809
T Rowe Price US Large Cap Core Corp Growth Equity	T Rowe Price	US equities	113,181
Black Rock Universe Bond Index Class A	BlackRock	Canadian bonds and debentures	98,743
BlackRock Real Return Bond Index Class A	BlackRock	Canadian bonds and debentures	68,556
Bentall Kennedy Prime Canadian Property Fund	Bentall Kennedy	Canadian real estate	21,260

(b) Canadian bonds and debentures:

Issuer	Cost	Fair value
Government of Canada	\$ 19,645	\$ 19,996
Provincials (Canadian)	50,883	51,234
Corporate	72,532	71,861

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

4. Investment income:

Details of the investment income earned by the Master Trust Fund are as follows:

	2018	2017
Short-term notes and treasury bills	\$ 48	\$ 9
Canadian common and preferred equities	7,450	3,583
Foreign common and preferred equities	6,818	5,870
Bonds and debentures	1,331	4,220
Pooled fund investments	97,567	72,748
Foreign exchange gains (losses) including derivatives	11,185	(9,028)
	\$ 124,399	\$ 77,402

The allocation of the investment income to the respective pension plans is as follows:

	2018	2017
The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College 2000	\$ 123,426	\$ 100,247
The Contributory Pension Plan for Salaried Employees of McMaster University including McMaster Divinity College	218	166
	\$ 123,644	\$ 100,413
Timing difference between the realization of investment income in the Master Trust Fund and its allocation to the participating Pension Trust Funds	755	(23,011)
	\$ 124,399	\$ 77,402

5. Related party transactions:

McMaster University provides certain administrative services to the Plan which is recorded at the amount agreed to by the parties. The cost for these services for the year ended June 30, 2018 was approximately \$1 (2017 - \$1), and is included in professional fees in the statement of changes in net assets available for benefits.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

6. Financial instruments:

The investment objectives of the Plan are to efficiently fund the benefits of the participating plan members. As part of the risk management process, the Administrator has established a diversification policy, set rate of return objectives and developed specific investment guidelines.

(a) Fair value:

The fair value of investments is disclosed in note 2. The fair value of the Plan's other financial assets and liabilities, being contributions receivable and fees payable and accrued liabilities, approximate their carrying values due to the short-term nature of these financial instruments.

Fair value measurements recognized in the statement of net assets available for benefits are categorized using a fair value hierarchy that reflects the significance of inputs used in determining the fair values.

- Level 1 - unadjusted quoted prices in active markets for identical assets or liabilities;
- Level 2 - inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly; and
- Level 3 - inputs for assets and liabilities that are not based on observable market data.

The Plan's investment in Master Trust is classified as Level 2. The following table presents the classification of the Plan's investments held within the Master Trust as at June 30, 2018, using the fair value hierarchy:

2018	Level 1	Level 2	Level 3	Total
Canadian short-term notes and treasury bills	\$ -	\$ 15,458	\$ -	\$ 15,458
Foreign short-term notes and treasury bills	-	1,172	-	1,172
Canadian common and preferred equities	207,436	-	-	207,436
Foreign common and preferred equities	95,767	-	-	95,767
Canadian bonds and debentures	-	143,091	-	143,091
Canadian fixed income pool funds	-	428,995	-	428,995
Canadian real estate pooled fund investments	-	21,260	-	21,260
Canadian equity pool fund investments	-	198,126	-	198,126
Foreign equity pool fund investments	-	945,567	-	945,567
Net foreign exchange contracts payable	-	(9,024)	-	(9,024)
	\$ 303,203	\$ 1,744,645	\$ -	\$ 2,047,848

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

6. Financial instruments (continued):

(a) Fair value (continued):

2017	Level 1	Level 2	Level 3	Total
Canadian short-term notes and treasury bills	\$ -	\$ 13,012	\$ -	\$ 13,012
Foreign short-term notes and treasury bills	-	821	-	821
Canadian common and preferred equities	190,639	-	-	190,639
Foreign common and preferred equities	89,748	-	-	89,748
Canadian bonds and debentures	-	143,694	-	143,694
Canadian fixed income pool funds	-	420,940	-	420,940
Canadian real estate pooled fund investments	-	2,257	-	2,257
Canadian equity pool fund investments	-	180,909	-	180,909
Foreign equity pool fund investments	-	849,399	-	849,399
Net foreign exchange contracts receivable	-	13,500	-	13,500
	\$ 280,387	\$ 1,624,532	\$ -	\$ 1,904,919

(b) Associated risks:

(i) Market price risk:

Market price risk is the risk that the value of an instrument will fluctuate as a result of changes in market prices, whether those changes are caused by factors specific to an individual investment, its issuer or all other factors affecting all instruments traded in the market. As all of the Plan's financial instruments are carried at fair value with fair value changes recognized in the statement of changes in net assets available for benefits, all changes in market conditions will directly affect the net increase (decrease) in net assets available for benefits. Market price risk is managed by the Administrator through construction of a diversified portfolio of instruments traded on various markets and across various industries.

As at June 30, 2018, had the unit prices of equity benchmarks increased or decreased by 10% with all other variables remaining unchanged, and assuming there is a perfect positive correlation between the Plan's equity and pooled fund securities with all other variables held constant, the value of the Plan's total equities would have increased or decreased by approximately \$294 or 7.2% of total net assets available for benefits (2017 - \$249 or 6.9%). The unit price of the Plan's equity and pooled fund securities are affected by changes in market values, foreign exchange rates and interest rates impacting the underlying equity and debt instruments held within the Plan.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

6. Financial instruments (continued):

(b) Associated risks (continued):

(ii) Interest rate risk:

Interest rate risk is the risk that the market value of the Plan's investments will fluctuate due to changes in market interest rates. The Plan is exposed to the risk that the fair value or future cash flows of an investment will fluctuate because of changes in the market interest rates. The Plan mitigates this risk by diversifying the maturity schedule of its fixed income securities.

As at June 30, 2018, had the prevailing interest rates increased or decreased by 1%, with all other variables held constant, the value of the debt securities component of the Plan would have increased or decreased, respectively, by approximately \$191 or 4.7% of total net assets available for benefits (2017 - \$180 or 5.0%).

(iii) Liquidity risk:

Liquidity risk is the risk that the Plan may be unable to meet pension payment obligations in a timely manner and at a reasonable cost. Management of liquidity seeks to ensure that even under adverse conditions, the Plan has access to immediate cash that is necessary to cover benefits payable, withdrawals and other liabilities. The Statement of Investment Policies & Procedures requires the plan's investments to be highly liquid, so they can be converted into cash on short notice. The plan's exposure to liquidity risk is considered negligible.

The accrued expenses of the plan are all due within 90 days or less.

The following table summarizes the contractual maturities of all fixed income securities as at June 30th by the earlier of contractual repricing or maturity dates:

Maturity range	2018		2017	
	Fair value	Percentage of fixed income	Fair value	Percentage of fixed income
0 to 5 years	\$ 234	20.3%	\$ 241	22.4%
5 to 10 years	149	12.9%	130	12.1%
Over 10 years	767	66.8%	705	65.5%
	\$ 1,150	100.0%	\$ 1,076	100.0%

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

6. Financial instruments (continued):

(b) Associated risks (continued):

(iv) Foreign currency risk:

Foreign currency risk is the risk that fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The Plan invests in financial instruments denominated in various foreign currencies, other than its measurement currency. Consequently, the Plan is exposed to risks that the exchange of the various currencies may change in a manner that has an adverse effect on the value of the portion of the Plan's assets denominated in currencies other than the Canadian dollar. As at June 30, 2018 and June 30, 2017, the Plan held currency contracts which mitigated its exposure to currency risk. The Plan's overall currency positions and exposures are monitored on a regular basis by the Administrator.

The Plan's currency exposure of its investments as at June 30 is as follows:

	2018		2017	
	Canadian dollar equivalent	Percentage of total	Canadian dollar equivalent	Percentage of total
US dollar	\$ 1,102	26.7%	\$ 967	26.8%
Euro	278	6.7%	229	6.3%
Japanese Yen	225	5.5%	182	5.0%
Other	191	4.6%	166	4.6%
Pound Sterling	157	3.8%	122	3.4%
Swiss Franc	68	1.6%	51	1.4%
Hong Kong dollar	57	1.4%	72	2.0%
	\$ 2,078	50.3%	\$ 1,789	49.5%

As at June 30, 2018, if the Canadian dollar strengthened or weakened by 5% in each respective foreign currency, with all other factors remaining constant, the following table summarizes the estimated impacts:

	2018		2017	
	Net exposure	Estimated impact	Net exposure	Estimated impact
US dollar	\$ 1,102	\$ 55	\$ 967	\$ 48
Euro	278	14	229	11
Japanese Yen	225	11	182	9
Other	191	10	166	8
Pound Sterling	157	8	122	6
Swiss Franc	68	3	51	3
Hong Kong dollar	57	3	72	4
	\$ 2,078	104	\$ 1,789	89

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

6. Financial instruments (continued):

(b) Associated risks (continued):

(v) Credit risk:

Credit risk is the risk that an issuer or counterparty will be unable or unwilling to meet a commitment that it has entered into with the Plan. Credit risk is generally higher when a non-exchange traded financial instrument is involved because the counterparty for non-exchange traded financial instruments is not backed by an exchange clearing house. The Plan policy does not permit investments in below investment grade securities. The credit risk is minimized by dealing with borrowers considered to be of high quality and by monitoring their credit risk. The Plan records all investments at fair value and therefore the values reflected in the statement of net assets available for benefits represent the maximum credit exposure to the Plan. The following is a summary of the June 30, 2018 weighted average of funds invested, and the respective allocation targets:

	Policy Asset Mix %			
	Asset Mix %	Minimum	Benchmark	Maximum
Canadian equities	19.9	16.0	20.0	24.0
U.S. equities	26.3	17.0	22.0	27.0
International equities	24.6	17.0	22.0	27.0
Real assets ¹	1.0	-	1.0	10.0
Total equities and real assets	71.8		65.0	
Fixed income	27.9	20.0	35.0	50.0
Cash and short term investment	0.3	-	0.0	10.0
Total fixed income	28.2		35.0	
Total	100.0		100.0	

¹ Real assets includes real estate and infrastructure investments.

The Total Fund Policy states that a minimum of 50% to a maximum of 80% of the total fund's assets can be invested in equities and real assets. The Total Fund Policy also states a minimum of 20% to a maximum of 50% of the total fund's assets can be invested in fixed income which includes cash and short term investments.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

6. Financial instruments (continued):

(b) Associated risks (continued):

(v) Credit risk (continued):

The following is a summary of the Plan's investments in interest-bearing financial instruments and the Plan's exposure to credit risk as at June 30, 2018:

Credit rating	2018		2017	
	Fair value	Percentage of portfolio	Fair value	Percentage of portfolio
AAA	\$ 390	33.9	\$ 376	34.9
AA	458	39.8	430	39.9
A	213	18.5	186	17.3
BBB	89	7.8	80	7.5
Lower than BBB	-	-	4	0.4
	\$ 1,150	100.0	\$ 1,076	100.0

(c) Interest-bearing investments:

The following information is provided in respect of interest-bearing investments in the Master Trust Fund:

	2018		2017	
	Investment total	Average effective yield	Investment total	Average effective yield
Short-term notes and treasury bills	\$ 16,630	0.7%	\$ 13,833	0.3%
Canadian bonds and debentures	\$ 143,091	2.9%	\$ 143,694	2.2%

The average effective yield is the rate at which the future cash flows of the instrument must be discounted to arrive at the fair value of the instrument.

THE CONTRIBUTORY PENSION PLAN FOR SALARIED EMPLOYEES OF MCMASTER UNIVERSITY INCLUDING MCMASTER DIVINITY COLLEGE

Notes to Fund Financial Statements
(in thousands of dollars)

Year ended June 30, 2018

7. Capital risk management:

The capital of the plan is represented by the net assets available for benefits. The main objective of the defined benefit Plan is to ensure the security of the promised pension benefits under the Plan. The Plan fulfils its primary objective by adhering to specific investment policies outlined in its Statement of Investment Policies and Procedures (the "SIP & P"), which is reviewed annually by the Pension Committee. The Plan manages net assets available for benefits by engaging knowledgeable investment managers who are charged with the responsibility of investing existing funds and new funds (contributions) in accordance with the approved SIP & P. The SIP & P was last amended effective December 7, 2017. The latest amendment to the SIP & P included updates to align with industry practice and to reflect regulatory requirements, as well as updates to eligible investments, manager mandates, and investment mix.

Although there are no regulatory requirements relating to the level of net assets available for benefits, the funding to be maintained by the defined benefit Plan is determined through triennial actuarial valuations. No contributions remain past due as of June 30, 2018. The pension plan investments fell within the asset mix target ranges for the Plan as at June 30, 2018.

The Plan is required to file fund financial statements with the Financial Services Commission of Ontario annually.

**PRESIDENT'S REPORT TO
McMASTER UNIVERSITY'S BOARD OF GOVERNORS
DECEMBER 13, 2018**

Global Engagement Initiatives: Development of McMaster's Global Hub

One of the primary goals of *Forward with Integrity* is to enhance the connections between McMaster and the communities we serve, locally, provincially, nationally and around the globe. The *McMaster Model for Global Engagement*, launched in 2016, develops this theme and outlines the key principles and strategic elements, based on the transformational model, that will inform the development of international activities at McMaster. The model recognizes the University's obligations to develop research and education activities that foster cooperation for peaceful coexistence and mutual benefit, share the University's expertise in research and education, and promote the civic mission of the institution to engage in education and knowledge generation for the benefit of society.

An important component of this model is to build global engagement into the student experience, both through the development of initiatives that enable international student mobility, as well as the inclusion of global perspectives within the curriculum. Given that the numbers of international students on our campus are growing, ensuring that appropriate infrastructure is in place to support the success of such students and ensure that they find a welcoming home within our diverse student body, is also imperative. This important work has been taken up across the University and is being led by the Office of International Affairs in collaboration with the Student Success Centre, the School of Graduate Studies, the Global Health Office and the President's Office. A number of the elements being developed are outlined below.

Student Mobility and Global Experiences

In addition to the exchange and study abroad experiences available within specific programs or areas, the University is in the process of creating more opportunities for McMaster students to travel and work abroad. Some recent initiatives include:

- The launch of a new pilot program in partnership with the McCall MacBain Foundation that will give students an opportunity, during the 2019-20 academic year, to develop strong intercultural competencies, learn a new language and study/work abroad. Fellowships of up to \$23,500 will be awarded to 10 students; McMaster is one of only two Universities selected to participate in this pilot program
- The expansion of the Student Success Centre's career and employment portfolio in partnership with a number of Faculty Careers and Experiential Education offices. This expansion is intended to connect more undergraduate and graduate students with global experiences such as working, volunteering and researching abroad.
- The launch of a new Global Experience Award (GEA), which aims to promote the value of global engagement and the development of intercultural awareness, and is available to both undergraduate and graduate students to support an international experience.

McMaster Global Hub

In the fall of 2018, the first phase of the McMaster Global Hub was launched: <https://global.mcmaster.ca/>. Led by the Office of International Affairs, with the support of a

number of other campus partners, the hub is a central, virtual gateway to help students, faculty, staff, alumni and community partners navigate and find information about McMaster's global engagement model, activities, supports, opportunities, news and events. The Hub includes an online International Compendium, a searchable showcase of the University's international activities, which highlights research and scholarly activities with global involvement and impact. Consultations with the Faculties and other key stakeholder groups across campus are continuing to gather feedback and plan the development of Phase II of the Hub.

MacGlobal

In support of McMaster's vision and mission to make global engagement in education and knowledge generation an integral part of its identity and presence in Canada and the world, the University recently held the inaugural MacGlobal event, a campus-wide showcase of McMaster's global engagement activities, hosted over 18 days and encompassing International Education Week. More than 40 workshops, seminars, lectures, and events were hosted by participating McMaster Faculties, research centres, departments and student organizations, demonstrating the breadth of our collective commitment to global engagement, addressing global issues and fostering global citizenship.

Highlights of MacGlobal included information sessions hosted by the McMaster Student Success Centre, in partnership with Global Affairs Canada, on work abroad opportunities available in more than 20 countries through the International Experiences Canada program; presentations on the work of international research partnerships; a symposium highlighting the Global Health exchange program with the University of South-Eastern Norway, field practicum opportunities for scholarly papers, as well as faculty and student mobility; film screenings and discussions of international films including 'Fire at Sea', the 2016 Italian documentary by Gianfranco Rosi on the European migrant crisis, and 'I am Rohingya: A Genocide in Four Acts', directed by Yusuf Zine; and a panel discussion on 'Water – International Threats' hosted by the McMaster Water Network and the Office of International Affairs, which provided students with an opportunity to learn about the range of water-related research themes being explored at McMaster, as well as water issues around the world.

International Students

Over the last couple of years the University has put in place additional programming to support our growing international student population, focusing both on transition/student life, as well as academic and career supports. New staff have been hired to act as program coordinators for both undergraduate and graduate international students, and the University also now has an intercultural affairs advisor, immigration consultant, and success coach. Additional programming to welcome international students to our campus and prepare them for student life has also been launched and work on this will continue over the coming years.

Next Steps

The focus on Global Engagement will continue and intensify over the next few years. The launch of Phase 1 of the Global Hub is an important milestone and I look forward to the development of Phase II, as well as the growth of McMaster's international research and exchange partnerships and the opportunities they will yield for the internationalization and engagement of our campus.

CAMPUS UPDATE

Research

McMaster named Canada's most Research-Intensive University for the Second Year in a Row

For the second consecutive year, McMaster has been named Canada's most research-intensive university in the annual ranking of the country's Top 50 Research Universities.

McMaster researchers brought in \$379.9 million in total sponsored research income – up more than \$25 million from last year, according to the 2018 Research Infosource rankings. In research intensity, the University continued to outperform its peers, averaging \$434,700 per faculty member, up from last year and more than double the national average.

Seventeen McMaster Researchers included in 2018 Highly Cited Researchers List

Seventeen McMaster researchers have been included on the 2018 list of the world's most cited researchers — 15 from the Faculty of Health Sciences and two from the Faculty of Science. The *Highly Cited Researchers* list, compiled by Clarivate Analytics, recognizes science and social science researchers whose papers rank in the top one per cent of citations for field and year in *Web of Science*, a citation index.

The McMaster researchers are:

- Altaf Arain, School of Geography and Earth Sciences
- Jan Brozek, Department of Health Research Methods, Evidence and Impact
- Stuart Connolly, Department of Medicine
- Mark Crowther, Department of Pathology and Molecular Medicine
- P. J. Devereaux, Department of Health Research Methods, Evidence and Impact
- John Eikelboom, Department of Medicine
- Gordon Guyatt, Department of Health Research Methods, Evidence and Impact
- Roman Jaeschke, Department of Medicine
- Flavio Kapczinski, Department of Psychiatry and Behavioural Neuroscience
- Stuart Phillips, Department of Kinesiology
- Janice Pogue, Department of Health Research Methods, Evidence and Impact
- Walter Reinisch, Department of Medicine
- Holger Schünemann, Department of Health Research Methods, Evidence and Impact
- Kristian Thorlund, Department of Health Research Methods, Evidence and Impact
- Jeffrey Weitz, Department of Medicine
- Gerard Wright, Department of Biochemistry and Biomedical Science
- Salim Yusuf, Department of Medicine

McMaster Researcher named Fellow of the American Association for the Advancement of Science

Daphne Maurer, Professor Emeritus and Distinguished University Professor in McMaster's Department of Psychology, Neuroscience and Behaviour, has been named a Fellow of the American Association for the Advancement of Science (AAAS) for her ground-breaking research on the development of vision in human infants.

McMaster joins Canadian Nuclear Isotope Council

McMaster has joined a coalition of Canadian science, healthcare, and nuclear sector organizations as part of the Canadian Nuclear Isotope Council (CNIC). The CNIC's mandate is to ensure that Canada remains a world leader in the production of medical and industrial radioisotopes by raising awareness and supporting long-term policies at the domestic and international levels. Other members include Bruce Power, CPDC, Cameco, OPG, the Canadian Association of Nuclear Medicine, BWXT and SNC Lavalin.

Federal Health Minister announces Research on Gender-Based Violence

Two federal cabinet ministers visited McMaster recently to announce a grant for research evaluating positive parenting initiatives, in a drive to help end gender-based violence.

Federal Health Minister Ginette Petitpas Taylor, along with Minister of Seniors Filomena Tassi, delivered the news that researchers at McMaster's Offord Centre for Child Studies will lead the \$3.4 million study over the next five years.

New Acquisition offers Further Insight into the Legacy of Bertrand Russell

Newly acquired records are providing insight into the International War Crimes Tribunal, and also shedding light on many other aspects of Bertrand Russell's life, work and legacy. They are part of the latest acquisition of materials to be added to the University Library's Bertrand Russell Archives, the university's largest and most heavily used research collection.

Teaching and Learning

Open-Access Textbooks

With support from McMaster and a \$15,000 grant from eCampusOntario's Open Textbook initiative, Catherine Anderson and her colleagues in the MacPherson Institute and the Faculty of Humanities created *Essentials of Linguistics*, an introductory linguistics textbook available to everyone online.

Urban Placemaking takes Students outside the Classroom and into the Community

Taught by Jackie Brown and Rosalind Pfaff, two McMaster Arts & Science graduates, Urban Placemaking is a one-unit learning module that explores the collaborative process of animating public and private spaces to strengthen the social and cultural fabric of cities. Offered by the Arts & Science and Integrated Science programs, it's one of a range of interdisciplinary experiential courses that take students outside of a typical classroom setting.

MBA students will take Research to Market at new DeGroot Clinic

Opening in January at DeGroot's Ron Joyce Centre, the new Clinic will help with the commercialization of McMaster's vast repository of research.

Participating MBA candidates will search for work that offers social or economic value, and bring their findings to a panel of clinic members to debate and vote on. If approved by the majority, DeGroot MBA students will work to help transform the research into a viable business. This is the first site in what will become an interconnected network in Southern Ontario.

Employability of McMaster Students

McMaster is one of the top five Canadian universities — and in the top 100 worldwide — when it comes to producing employable graduates, a new study says.

The University jumped more than eight spots to the 93rd position in the QS Graduate Employability Rankings for 2019, published this fall.

Global and Community Engagement

Inaugural Award of the President's Award for Community-Engaged Scholarship

Two teams of campus and community partners have been named the inaugural recipients of the President's Award for Community Engaged Scholarship. The teams are being honoured for their community-based research initiatives; the *Grand River Mohawk at McMaster* project, aimed at preserving a unique dialect of the Mohawk language; and *We are Not the Others*, focused on giving voice to the challenges faced by immigrant women in Hamilton.

The President's Award for Community-Engaged Scholarship recognizes teams of campus and community representatives who have demonstrated a commitment to initiating and supporting excellence in community-campus research initiatives. The Award honours those projects that value the expert knowledge and passion that members of the community have about their communities and issues affecting them, foster ongoing collaboration between University and community partners on how to better understand and consider the issues identified as priorities by local communities, and involve research, teaching and service with community members and partners for the public good within the local community.

The award is available for teams with a minimum of one faculty member and one community representative engaged in an initiative that has been established and in existence for at least a year.

New Grant Honours Memory of First Indigenous Woman to Graduate from McMaster

In 1935 Marjorie Anderson became the first Indigenous woman to graduate from McMaster. Born in Ohsweken, Ontario in 1913, Anderson, one of 10 children, went to university as a French major at a time when very few of her peers were even considering post-secondary education.

A new grant named in her honour is helping Indigenous students pursue post-secondary education at McMaster. Established in 2017 as part of McMaster's response to the Truth and Reconciliation Commission's report, the Marjorie Anderson Academic Grant for Indigenous Students awards up to \$80,000 (\$20,000 per year) to Indigenous students from the Six Nations of the Grand River or the Mississaugas of the New Credit starting their first year at the university.

Student Prototype to Provide Support to Children with Autism

As a project sponsor for the Health Leadership Academy's Innovation by Design course, Dr. Stelios Georgiades has been working with five undergraduate students, Tiffane Anandarajan, Kohilan Selvakumaran, Devin Glim, Theebha Prethipan, and John Vu. With the guidance of Dr. Georgiades and the Health Leadership Academy, the group used design thinking — a user-centred approach to problem solving — to address the lack of services for children with autism.

The students' prototype of a web portal for parents of children with autism was later used at a global meeting of autism experts as a template for creating an online post-diagnosis resource for parents.

International Student Team wins Prestigious Automotive Engineering Design Award

A collaborative team that includes students from McMaster's Automotive Engineering Technology program recently won a first-place award at the prestigious Partners for the Advancement of Collaborative Engineering Education (PACE) Annual Global Forum.

The team won the road test competition with their Personal Urban Mobility Access (PUMA) project, which took two years to design, manufacture, assemble and test.

McMaster Medical Students hold Teddy Bear Clinics to Teach Children about Health

McMaster medical students have held four teddy bear clinics at the Boys and Girls Club of Niagara since fall 2017. The students use teddy bears to let children role-play medical scenarios, learning about health in a safe and comfortable environment. The clinic incorporates health promotion, including dental care, physical well-being, mental health, nutrition, hand hygiene, in addition to aspects of routine doctors' visits and hospital settings.



MINUTE OF APPRECIATION

Dr. Delsworth Harnish, B.Sc., M.Sc., Ph.D.

It is with great sadness that the Board of Governors of McMaster University notes the passing of Dr. Delsworth Harnish.

Dr. Harnish had a distinguished career at McMaster and his contributions to the University have spanned nearly 35 years. Following his graduation from Queen's University with a B.Sc. and M.Sc., Delsworth completed his PhD in Biology at McMaster. After successful post-doctoral work at the University of Alberta and Harvard University, he joined McMaster as a faculty member in 1984 in the Department of Pathology and Molecular Medicine. Since this time, Del has been a passionate and innovative teacher, winning awards including the President's Award for Teaching Excellence and the prestigious 3M National Teaching Fellowship Award.

As an administrator, Dr. Harnish was known for his leadership, collaboration, and creativity. He was instrumental in developing McMaster's extremely successful Bachelor of Health Sciences Program, where he was the inaugural Assistant Dean, a position he held for 15 years. His success continued in his role as Vice-Dean, Undergraduate Education, Faculty of Health Sciences, where he developed unique programs such as the Integrated Biomedical Engineering and Health Sciences Program and the Health Leadership Academy, both successful interdisciplinary collaborations. Dr. Harnish also worked to serve the university community and participated in governance as a member of the Board of Governors and Senate.

As an expression of our regard for the significant contributions of Dr. Harnish to McMaster University, it is moved that this Minute of Appreciation be recorded in the permanent minutes of the Board of Governors and a copy sent to his family.

**Board of Governors
December 13, 2018**

**REPORT TO THE BOARD OF GOVERNORS
FROM THE
SENATE**

a. Proposal to Establish the David Braley Centre for Antibiotic Discovery

At its meeting on December 12, the Senate will be considering a recommendation to establish the David Braley Centre for Antibiotic Discovery. The objectives of the Centre are to address issues related to antimicrobial resistance, identify new partnerships and diagnostic tools, as well as to become an international leader in antibiotic research and innovation. The proposal was reviewed and approved by the University Planning Committee on November 14, 2018. Subject to Senate approval, the material is provided to the Board of Governors for approval.

It is now recommended,

that the Board of Governors approve the proposal to establish the David Braley Centre for Antibiotic Discovery, as circulated.

**Board of Governors: FOR APPROVAL
December 13, 2018**



**Vice-President
(Research)**

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<http://www.mcmaster.ca/research>

October 9, 2018

TO: University Planning Committee

FROM: Karen Mossman

RE: **Proposal for the Establishment of the
David Braley Centre for Antibiotic Discovery**

The Committee on Research Institutes has reviewed the attached Proposal for the establishment of the **David Braley Centre for Antibiotic Discovery**, as per the policies and guidelines.

The proposal has the unanimous support of the Committee on Research Institutes.

Please include this as an Agenda Item for the next University Planning Committee Meeting.

A handwritten signature in black ink, appearing to read "Karen Mossman".

KM

Attach.

cc: David Farrar
Paul O'Byrne
Michael Thompson
Christi Garneau

September 21, 2018

Dr. Karen Mossman
Acting Vice-President, Research
Chair, Committee on Research Institutes
c/o Gilmour Hall, Room 208

Re: Proposed centre - David Braley Centre for Antibiotic Discovery

Dear Dr. Mossman,

On behalf of the Faculty of Health Sciences, I would like to recommend the approval of the David Braley Centre for Antibiotic Discovery as an official research centre at McMaster.

Please find a proposal for the Centre attached.

If you require further information, please do not hesitate to contact me.

Sincerely,



Paul O'Byrne MB, FRCP(C), FRSC
Dean and Vice-President
Faculty of Health Sciences
McMaster University

cc: J. Bramson

Encl.

PO:rl

Research Institute/Centre Proposal

Proposal for new:

Institute **X Centre**

*for current definitions, please see the University's *Guidelines for the Governance and Review of Research Institutes, Centres and Groups*

(<https://www.mcmaster.ca/policy/AdminAcad/AcadAdmin/Governance-Review-ResearchInstitutesCentresGroups.pdf>)

Submitted by: Dr.

Gerry Wright, Director, Michael G. DeGroot Institute for Infectious Disease Research

1. **Official Name**

The David Braley Centre for Antibiotic Discovery

2. **Objectives /Proposed Activities**

The goals of the David Braley Centre for Antibiotic Discovery are:

To build on our internal strengths to address the increasing crisis in Antimicrobial Resistance (AMR) through research and development.

To identify new lifelong partnerships with mutually beneficial outcomes to solving the antibiotic crisis by identifying new antibiotics and alternatives to antibiotics, new diagnostic tools, and improved clinical practices.

To identify collaborative projects with partners that will complement areas of expertise.

To be national leaders of innovation and discovery in antimicrobial resistance.

The Braley Centre for Antibiotic Discovery provides McMaster University with the unique opportunity to take an internationally recognized leadership role in antibiotic research and innovation.

3. **Rationale for Establishment**

Antibiotics are essential to modern medicine. We rely on them to cure diseases ranging from pneumonia and meningitis to infections of blood, skin, the urinary, and gastrointestinal tracts, and all other body systems. Equally important, antibiotics enable us to control infection, thereby making surgeries, cancer chemotherapy, the care of preterm infants, and many other high-risk procedures possible.

Despite the critical importance of these drugs to medicine, we are now at risk of losing the advances of the past 65 years and returning to a pre-antibiotic era. Indeed, for some multi-drug resistant bacteria, we have already lost the battle. The reasons for this crisis include the evolution of AMR by previously susceptible bacteria and the parallel lack of innovation in new antibiotic discovery.

To create a hub of AMR and antibiotic discovery research that builds on our strengths, our existing and growing infrastructure, and our partnerships. We will work vigorously to translate our research into improvements to health care and whenever possible, through commercialization with partners. We are committed to broad open collaboration at national and international levels across sectors to meet our mission of finding solutions that contribute to the elimination of the global threat of AMR in Canada and around the world.

The vision of the *David Braley Centre for Antibiotic Discovery* is to contribute to the elimination of the threat of AMR in Canada and across the globe. Our mission is to transform scientific discoveries into meaningful solutions for AMR.

Membership

Membership will be comprised of scientists and clinicians with research interests in antimicrobial resistance (AMR) and will have an academic appointment in a McMaster academic department. Core membership requires an active scholarly basic research or clinical program in an area relevant to AMR. Initial membership will include:

Name	Primary Faculty and Department	Area of Expertise
Eric Brown	Biochemistry & Biomedical Sciences	Drug discovery, Antimicrobial resistance
Andrew McArthur	Biochemistry & Biomedical Sciences	Genomics, bioinformatics
Michael Surette	Pathology & Molecular Medicine	The human microbiome, respiratory tract infections, drug discovery
Mark Loeb	Medicine	Clinical studies, metadata analysis
Dawn Bowdish	Pathology & Molecular Medicine	The immune system, pneumonia, aging, drug discovery
Lori Burrows	Biochemistry & Biomedical Sciences	Bacteria physiology, drug discovery, antimicrobial resistance
Marie Elliot	Biology	Bacteria development, physiology and community behaviour, drug discovery

Associate membership in the David Braley Centre for Antibiotic Discovery will be appointed to faculty members collaborating with core members or involved in projects with direct relevance to the objectives of the Centre.

Membership in the Centre will be made on the recommendation of the Director.

4. **Financial Resources**

With the support of a \$7M philanthropic gift from Mr. Braley, a five-year budget projection is shown in Appendix A and represents how the \$7M investment will provide the resources to provide the infrastructure necessary to support the David Braley Centre for Antibiotic Discovery with the personnel, equipment, supplies and outreach platforms for the delivery of novel AMR solutions.

The Faculty of Health Sciences has introduced a new policy regarding research overhead for institutes and Centre's that automatically directs a portion of overhead from all core members to a dedicated operating account for the institute/Centre and no longer requires separate Dean/Chair approval. The Vice-Dean (Research) in FHS has reviewed the proposal as it related to funding and had no issues.

All core members of this Centre with the exception of one are based in FHS. Any central University policies with regard to overhead distribution will remain in force (i.e. with the non-FHS member's overhead directed to the respective department within the Faculty of Science as determined by the policy).

4.1 Donations and Outreach

It is anticipated that this timely initiative in AMR will have the potential to attract the interest of new donors and government.

5. **Staff Resources**

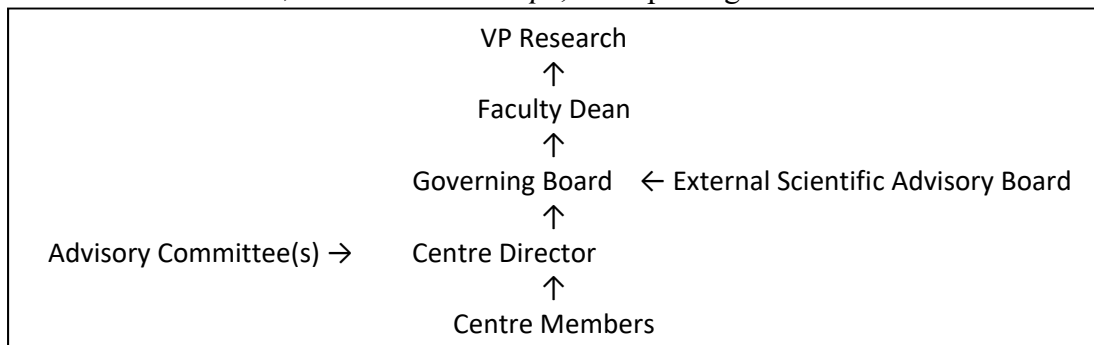
The David Braley Centre for Antibiotic Discovery will be resourced by administrative staff to ensure efficient operational management of the Centre. Salary will be supported through internal sources.

6. **Physical Resources**

The David Braley Centre for Antibiotic Discovery will occupy approximately 3,417.90 square feet on the second floor of MDCL to accommodate office and lab personnel as well as equipment. The exact location and amount of space will be determined in consultation with Faculty leadership. The space will be designed to ensure a connection between labs and to encourage the natural development of translational research. The Faculty will continue to cover the ongoing University space costs attributed to this space.

7. **Organizational Structure**

In keeping with the University's *Guidelines for the Governance and Review of Research Institutes, Centres and Groups*, the reporting structure will be as follows:



8.1 Director

The Director will set the research and academic direction of the David Braley Antibiotic Discovery Centre in consultation with the Governing Board and Advisory Committee. The Director will articulate the leadership of the Centre, set milestones and provide the business plan. The Director will report annually to the Governing Board.

The Director will be appointed for a 5-year renewable term.

Pending approval by the University's governing bodies, Dr. Gerry Wright is to be put forward for appointment as the inaugural holder of this position.

8.2 Governing Board

The Governing Board (GB) will oversee the status, progress, and financial viability of the David Braley Antibiotic Discovery Centre. According to the University's *Guidelines for the Governance and Review of Research Institutes, Centres and Groups*, the GB will be comprised at a minimum to include the Dean and Vice-President, Faculty of Health Sciences, the Vice-Dean Research, Faculty of Health Sciences, and chair of Biochemistry and Biomedical Sciences.

The David Braley Antibiotic Discovery Centre Director will report to the GB on an annual basis.

8.3 Management Advisory Committee (MAC)

The Management Advisory Committee (MAC) will provide advice to the Director with regard to operational priorities and the direction for the Centre. In addition to the MAC members by the Director, members will also include a member external to the university with experience in project management, and a representative of Mr. Braley. The MAC is consulted at least every two years, or more frequently at the discretion of the Director.

8.4 External Scientific Advisory Board (ESAB)

The ESAB will be comprised of international experts and provide scientific and intellectual leadership for the guidance and development of DRI research projects. Will make recommendations on project directions and progress toward milestones.

Proposed members of the ESAB include: Frank Plummer, MD (ex-Director of National Microbiology Lab, Canada); John Rex, MD (ex-head of antibiotic discovery at Astra Zeneca), Patricia Bradford, PhD (ex-Director, Applied Sciences for Infectious Disease, Novartis), Laura Piddock, PhD (Professor U Birmingham, Head of Scientific Affairs, Global Antibiotic Research & Development Partnership). This Board will meet annually and through teleconference as required.

8. **Operational Review**

9.1 Annual Review

The David Braley Antibiotic Discovery Centre Director will report to the Governing Board on an annual basis. This report should include updates on research productivity, researchers, educational initiatives, external affiliations, Centre administration and operations, financial status, grants-in-aid, strengths and weaknesses, objectives for the coming year and any other items of relevance to the operation of the David Braley Antibiotic Discovery Centre

9.2 Periodic Review

According to the University's *Guidelines for the Governance and Review of Research Institutes, Centres and Groups*, the David Braley Antibiotic Discovery Centre will undergo an external review every five years in keeping with University guidelines and at the discretion of the Governing Board (GB). The composition of the External Review Board (ERB) will be determined by the GB, as chaired by the Dean, Faculty of Health Sciences.

The composition of the ERB will be determined by the GB and should take into account the aspirations of the Centre and the availability of funds to support the review. The ERB would normally comprise three high-calibre scholars with an international perspective, who must be arms-length from the David Braley Antibiotic Discovery Centre. The ERB will assess the performance of the Centre's Director and its scientific program. The ERB will be furnished with documents describing the University's policy on Research Institutes and will be asked whether performance is compatible with expectations described in the policy.

The ERB is expected to use accepted measures of performance such as publication number and impact to assess the Centre's contributions in comparison with those of (a) the Centre during the preceding 5 years and/or (b) with the performance of Centre's of similar size in the same field of research.

The recommendations of the ERB will include the renewal of the Director, and whether the Centre's performance is consistent with that of a Centre at McMaster University. Their report will be submitted in confidence to the GB via the Dean, Faculty of Health Sciences. Normally, the Governing Board chair would share the ERB's report or major recommendations from the ERB's report with either the current Director, or the successor to the current Director, so that the leadership of the Centre benefits from the perspective of the ERB.

Statement of Revenues and Expenditures						
	2018-19 Projected Annual	2019-20 Projected Annual	2020-21 Projected Annual	2021-22 Projected Annual	2022-23 Projected Annual	Notes
REVENUE						
Initial Gift - spend down trust	\$ 7,000,000.00					
Carry Forward from previous year		\$ 6,312,059.00	\$5,621,796.00	\$4,929,089.00	\$4,233,809.00	
Annual Interest @4%		\$ 252,482.36	\$ 234,971.13	\$ 206,562.41	\$ 177,614.86	The \$7M resides in a spend-down fund which will earn annual interest based on the capital remaining
TOTAL REVENUE	\$ 7,000,000.00	\$ 6,564,541.36	\$5,856,767.13	\$5,135,651.41	\$4,411,423.86	
EXPENSES						
Faculty support - 1 mid-career - 2 early career	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	supplementary support for recruitment/retention of early to mid-career faculty members who have demonstrated excellence in AMR
Research and Trainees	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	to support research faculty with financial support to enable them to focus on high risk – high reward opportunities
Research Supplies & Infrastructure	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	representing the required inputs to the innovative research studies undertaken by Centre's investigators
Commercialization & development	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	directed toward de-risking projects that have the potential to attract additional investments from private and industry funders.
Annual Symposium	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	costs associated with the coordination of an annual Centre symposium
External Scientific Advisory Board	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	to support the engagement activities of the External Scientific Advisory Board members
Administration & Operating	\$ 57,941.00	\$ 60,263.00	\$ 62,707.00	\$ 65,280.00	\$ 67,988.00	administrative and operational business activities to support the research center and team.
TOTAL EXPENSES	\$ 687,941.00	\$ 690,263.00	\$ 692,707.00	\$ 695,280.00	\$ 697,988.00	
CARRYFORWARD TO FOLLOWING YEAR	\$ 6,312,059.00	\$ 5,874,278.36	\$5,164,060.13	\$4,440,371.41	\$3,713,435.86	

**REPORT TO THE BOARD OF GOVERNORS
FROM THE
PLANNING AND RESOURCES COMMITTEE**

i. Centre for Continuing Education Fees

On November 21, 2018, the Planning and Resources Committee reviewed and approved, for recommendation to the Board of Governors, the proposed Centre for Continuing Education Fees. The material was also approved by the Budget Committee and Student Fees Committee. Details of the proposed fees are contained in Attachment I of the circulated report.

It is now recommended,

that the Board of Governors approve the Centre for Continuing Education proposed tuition fees for 2019-2020, as circulated.



Inspiring Innovation and Discovery

Institutional Research
and Analysis

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October 3, 2018

To: Budget Committee

From: Jacy Lee, AVP, Institutional Research and Analysis
Chair, University Student Fees Committee

Subject: 2019/20 Centre for Continuing Education Tuition Fees

Following a presentation by the Centre for Continuing Education (CCE) to the University Student Fees Committee (USFC) on October 2, 2018 the USFC recommends approval of CCE proposed tuition as outlined in the CCE's memo dated September 25, 2018 and the CCE Proposed Tuition Fee Schedule for 2019/20 (attached).

Please note that all CCE students pay the appropriate MAPS fee for the relevant year but this request for approval relates only to the CCE fees.



Centre for
Continuing
Education

OJN
Floors 1-3
Hamilton, Ontario
L8R 2K3

Phone 905.525.9140
Ext. 24321
Fax 905.525.1690
www.mcmastercce.com

Date: September 25, 2018

To: McMaster University Fees Committee

From: Lorraine Carter, Director, Centre for Continuing Education

Re: Fees Submission for 2019-2020

Context

Continuing education at McMaster University is different from undergraduate education in several ways: the student group served, kinds of programs offered, a need for flexibility to meet emerging market needs, and the ancillary status of the Centre for Continuing Education.

Given the above, CCE is continually exploring and launching new programs based on market demand and trends.

Additionally, and important to this submission, CCE offers two main kinds of programs: i) programs that lead to academic certificates and diplomas; and ii) professional development programs.

The fees information provided here is ***strictly for courses and programs that lead to academic certificates and diplomas.***

Pricing Strategy for Certificate and Diploma Courses

When determining fees, CCE considers the following:

- University-level programs are generally more highly valued than programs offered by colleges and private education providers.
- Colleges offer options for those pursuing select professional certifications at significantly lower tuition fees than universities.
- Increases in earning potential for graduates vary by program.
- Higher demand courses can support higher fees.
- Niche or unique programs can support higher fees.
- Different course formats may warrant different fees.
- Affordability and accessibility for students including newcomers to Canada is a consideration.
- Employer tuition assistance is more common for some programs than others. Financial support by

employers also varies depending on economic factors.

- There is almost no government funding for continuing education students.
- The cost of running the program is always a major consideration.
- The cost of programs offered by CCE's most director competitors is always considered.

MAPS Fees

CCE always considers fees levied by the McMaster Association of Part-Time Students (MAPS) when establishing fees for CCE courses. MAPS fees are included in the published fees for courses and are, therefore, considered to be part of tuition when market comparators are examined. CCE does its due diligence by comparing the fees for similar courses and programs in other continuing education units.

MAPS fees, however, are not presented for approval. They are included strictly for information purposes. For the last several years, the MAPS fee has been set at \$7.00 per unit/credit.

CCE understands that MAPS, pending approval, is raising its fee to \$7.12 per/unit.

This Submission, 2019-2020

Please note that the fee for one new program and increases for a number of existing programs are presented here.

Fee for New Program

1. Working collaboratively with the Peter Boris Centre for Addictions Research and the Michael D. DeGroot Medicinal Cannabis Research Institute, CCE is actively pursuing the launch a program called the Science of Cannabis. The program is presently under academic review. The proposed course fee is **\$849.36 inclusive of the MAPS fee (\$828 plus \$21.36)**. This fee aligns with the course fee previously approved for CCE's Professional Addictions program.

Increases for Existing Programs

2. CCE is requesting a 3.8% increase for its courses in the Applied Clinical Research program. This adjustment would mean a course fee of **\$849.36 inclusive of the MAPS fee (\$828 plus \$21.36)**. Similar programs at other institutions charge program fees in the range of \$6,000. Based on this, CCE's fee is of good value to students. Other competitors who also offer the program online charge fees comparable to McMaster's while some online programs are more expensive.
3. A fee increase of 2.2% is requested for the preparatory accounting courses. This would mean a final cost of **\$469.18 inclusive of the MAPS fee (\$458.50 plus \$10.68)**.
4. A fee increase of 2% is recommended for the Big Data Analytics program due to the cost of running the program. With the increase, students would pay **\$1062.36 inclusive of the MAPS fee (\$1041 plus \$21.36)**. Competitors' fees for similar programs in the Toronto area range from \$1137 to \$975.

Fee changes are **not recommended** for the preparatory courses for the data analytics program since

these courses have only just started (Fall 2018). The courses are designed for individuals who require fundamental instruction in the areas of computer programming, working with databases, and introductory computer science concepts before entering the Big Data Analytics program.

5. An adjustment of 3.0% is proposed for courses in the Business of Golf and Resort Management program. This increase would bring the cost of the courses in the program in line with those in other business programs offered by CCE. The cost would be **\$709.36 inclusive of MAPS fee (\$688 plus \$21.36).**
6. An increase of 3% is proposed for the courses in the Creative Critical, and Design Thinking program. The previous fee was below market value while the adjustment brings the course fees for the program in line with course fees for other CCE business offerings. The requested fee is **\$709.36 inclusive of the MAPS fee (\$688 plus \$21.36).**
7. An increase of 5% is recommended for the courses in the Web Design program. This program has undergone considerable revision over the past year, and has never had a fee increase during the life of the program. The requested fee is **\$838.36 inclusive of the MAPS fee (\$817 plus \$21.36).**
8. A fee increase of 2.4% is recommended for courses in both the Health Informatics and Health Informatics Management programs. CCE does not wish to set the fee any higher given competitors' fees. The new proposed fee per course is **\$869.36 inclusive of the MAPS fee (\$848 plus \$21.36).**
9. A fee increase of 3% is requested for the courses in the Human Resources Management program. CCE has added considerable value to the program this past year including experiential learning opportunities, webinar sessions, and new courses. CCE has also removed extra fees for students pertaining to textbooks and other resources. While HRM courses at the colleges are less expensive, our competitors at the University level charge in the \$750 range for courses. The final cost for HRM courses with the increase would be **\$729.36 inclusive of MAPS fee (\$708 plus \$21.36).**

No Increases for Existing Programs

10. No fee increases are requested for courses in the following programs:

Accounting, six unit/credit courses: CCE would ask to keep the course fee as is since there was an increase when fees were submitted for 2017-2018/2018-2019.

Addictions Professional Studies: The fee for courses in this new program was set only last year.

Business Administration, Marketing, and Risk Management: Fee changes are not requested for courses in these three programs. Fees for courses in the programs are already higher than comparable courses offered by Mohawk College and Conestoga College. Fees were also increased two years ago.

Canadian Payroll Management: No increase is requested. A request for a reduction of the course fee was made in an off-cycle submission last year since students are required to pay two sets of fees, namely, fees to CCE and fees the Payroll Association

Payroll Compliance Practitioner: This is a new program and course fees are set to match those of the Canadian Payroll Management program. See above.

Leadership in Community Engagement: CCE made an off-cycle submission last year to lower the fee for the courses in this program. Given that the program serves learners from the non-profit sector and the realities of reduced budgets of local organizations (the City, the school boards, and others) to send staff to the program, it is appropriate to maintain the lower course fee.

Digital Marketing: As the program is still relatively new, CCE recommends waiting until next year for a possible adjustment. Currently, fees are in line with those for similar courses and programs offered by other university continuing education programs. Several colleges offer their courses for substantially less. Enrollments have plateaued since the initial launch. Hence, it is appropriate not to raise course fees at this time.

Opioid Treatment Management: While fees were previously approved, the program has not yet been launched.

Understanding, Gathering and Using Evidence: While fees were previously approved, the program has not yet been launched.

Academic Writing: While fees were previously approved, the program has not yet been launched.

Other Fees Paid by CCE Students

Fee	2019-2020
New Student	\$39
Application (for programs with an application process)	\$59
Transfer of Credit	\$99
Deferred Exam	\$50
Transfer to 2 nd Diploma/ Certificate	\$79

CCE's Refund Policy

For all in-person, online and online self-study courses:

- Full refund of fee up until day before (i.e., 11:59 the day before class starts) and 100% MAPS fee refund
- A 70% refund from the day of class start (12:01 am on start date) for a period of 0-14 days and 0% MAPS fee refund

APPENDIX A

Illustrative Market Survey Data

Although few competitors offer exact duplicates of McMaster’s CCE programs, we do assess the offerings of other universities, colleges, and professional associations. We also consider undergraduate courses as comparators and assess criteria including the following: length, equivalency against external standards, program type, relative value of the credential, and the cost of living in the community in which the program is provided.

Overall, fees continue to be comparable to undergraduate course fees in the Social Sciences at McMaster (\$662.01 for three unit course, level 3) but less than Business courses (\$1039.44 for three unit course, level 3). CCE’s proposed fees are similar to those of other university continuing education courses, and more expensive than those of colleges and professional association providers.

The following provides a sample of current market comparators for select CCE Certificate and Diploma programs and courses:

CCE Program	Comparator	Comparator Fees as per Fall 2018	Proposed CCE Fee 2019-2020
BUSINESS CLUSTER			
Includes: Business Admin/ Business of Golf & Resort Management Human Resources Mgmt Digital Marketing Creative, Critical and Design Thinking	U of Toronto CE	\$769 - 895	\$709.36 incl. MAPS fee for Business courses
	Ryerson CE	\$642 - 795	
	HRPA (Human Resources Professional Association)	\$415 (non-member)	\$709.36 incl. MAPS fee for Business of Golf and Resort Management courses
	Athabasca University	\$847.25	\$729.36 incl. MAPS fee for HRM courses
	Queens CE	\$695	\$729.36 incl. MAPS for Digital Marketing courses
Accounting	CPA Ontario	\$500-\$700 (some lecture courses are priced at \$900)	\$709.36 incl. MAPS fee
	University of Guelph	\$750	
	York University	\$725-774	

	Sheridan College	\$501-699	
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HEALTH & SOCIAL SCIENCES			
Professional Addiction Studies	Wilfrid Laurier University (Addictions Certificate)	\$275 for 12 CEUs = \$22.92 per CEU CCE's courses are valued at 42 CEUs. At Laurier, 42 CEUs would be \$962.64	\$849.36 incl. MAPS fee
Health Informatics	Ryerson (Chang School)	\$661.46	\$869.36 incl. MAPS fee
	CD-ED College (A private college)	Approx. \$800-900 range per course	
	CHA learning	\$575 tuition (\$1300 textbooks and software fees)	
	George Brown	\$502 per course	
	Conestoga College	\$595 per course	
	SAIT	\$281 per unit (3 unit course would be \$844)	
	All listed program fees are domestic. All have higher international fees.		
Applied Clinical Research	Western University Continuing Education	\$6,800 for certificate program (9 courses)	\$849.36 incl. MAPS fee (fee x 5 courses = \$4,246.80 for program)
	Humber College	\$7,576.53 for program (12 courses)	
	Seneca College	\$7429 for program (domestic fee) (12 courses)	

CCE Tuition Fee Schedule
2019-2020

	Units	2017/18 Academic Year				2018/19 Academic Year				2019/20 Academic Year			
		Tuition	% Increase	MAPS Fee	Total Fee	Tuition	% Increase	MAPS Fee	Total Fee	Tuition	% Increase	MAPS Fee	Total Fee
CCE Managed Programs:													
Applied Clinical Research: online	3	N/A	N/A	N/A	N/A	\$ 798.00	0.0%	\$ 21.00	\$ 819.00	\$ 828.00	3.8%	\$ 21.36	\$ 849.36
Accounting	1.5	\$ 438.50	0.0%	\$ 10.50	\$ 449.00	\$ 448.50	2.3%	\$ 10.50	\$ 459.00	\$ 458.50	2.2%	\$ 10.68	\$ 469.18
Accounting	3	\$ 668.00	0.0%	\$ 21.00	\$ 689.00	\$ 688.00	3.0%	\$ 21.00	\$ 709.00	\$ 688.00	0.0%	\$ 21.36	\$ 709.36
Accounting: online	3	\$ 668.00	0.0%	\$ 21.00	\$ 689.00	\$ 688.00	3.0%	\$ 21.00	\$ 709.00	\$ 688.00	0.0%	\$ 21.36	\$ 709.36
Additions: in-class (weekly or block)	3	\$ 653.00	0.0%	\$ 21.00	\$ 674.00	\$ 653.00	0.0%	\$ 21.00	\$ 674.00	\$ 653.00	0.0%	\$ 21.36	\$ 674.36
Additions: in-class (weekly or block)	2	\$ 560.00	0.0%	\$ 14.00	\$ 574.00	\$ 560.00	0.0%	\$ 14.00	\$ 574.00	\$ 560.00	0.0%	\$ 14.24	\$ 574.24
Additions: Practicum	2	\$ 670.00	0.0%	\$ 14.00	\$ 684.00	\$ 670.00	0.0%	\$ 14.00	\$ 684.00	\$ 670.00	0.0%	\$ 14.24	\$ 684.24
Additions: Self-Study	3	\$ 623.00	0.0%	\$ 21.00	\$ 644.00	\$ 623.00	0.0%	\$ 21.00	\$ 644.00	\$ 623.00	0.0%	\$ 21.36	\$ 644.36
Additions: Self-Study	2	\$ 530.00	0.0%	\$ 14.00	\$ 544.00	\$ 530.00	0.0%	\$ 14.00	\$ 544.00	\$ 530.00	0.0%	\$ 14.24	\$ 544.24
Big Data Analytics	3	\$ 1,021.00	0.0%	\$ 21.00	\$ 1,042.00	\$ 1,021.00	0.0%	\$ 21.00	\$ 1,042.00	\$ 1,041.00	2.0%	\$ 21.36	\$ 1,062.36
Business Admin: Risk Mgmt Courses Only	3	\$ 708.00	0.0%	\$ 21.00	\$ 729.00	\$ 728.00	2.8%	\$ 21.00	\$ 749.00	\$ 728.00	0.0%	\$ 21.36	\$ 749.36
Business Admin: in-class	3	\$ 668.00	0.0%	\$ 21.00	\$ 689.00	\$ 688.00	3.0%	\$ 21.00	\$ 709.00	\$ 688.00	0.0%	\$ 21.36	\$ 709.36
Business Admin: online	3	\$ 668.00	0.0%	\$ 21.00	\$ 689.00	\$ 688.00	3.0%	\$ 21.00	\$ 709.00	\$ 688.00	0.0%	\$ 21.36	\$ 709.36
Business of Golf and Resort Management	3	\$ 648.00	0.0%	\$ 21.00	\$ 669.00	\$ 668.00	3.1%	\$ 21.00	\$ 689.00	\$ 688.00	3.0%	\$ 21.36	\$ 709.36
Canadian Payroll Management	3	\$ 668.00	0.0%	\$ 21.00	\$ 689.00	\$ 568.00	-15.0%	\$ 21.00	\$ 589.00	\$ 568.00	0.0%	\$ 21.36	\$ 589.36
Community Engagement	3	\$ 828.00	0.0%	\$ 21.00	\$ 849.00	\$ 668.00	-19.3%	\$ 21.00	\$ 689.00	\$ 668.00	0.0%	\$ 21.36	\$ 689.36
Creative, Critical and Design Thinking	3	\$ 668.00	0.0%	\$ 21.00	\$ 689.00	\$ 668.00	0.0%	\$ 21.00	\$ 689.00	\$ 688.00	3.0%	\$ 21.36	\$ 709.36
Digital Marketing	3	\$ 708.00	0.0%	\$ 21.00	\$ 729.00	\$ 708.00	0.0%	\$ 21.00	\$ 729.00	\$ 708.00	0.0%	\$ 21.36	\$ 729.36
Health Informatics: online	3	\$ 828.00	3.8%	\$ 21.00	\$ 849.00	\$ 828.00	0.0%	\$ 21.00	\$ 849.00	\$ 848.00	2.4%	\$ 21.36	\$ 869.36
Health Information Management: online	3	\$ 828.00	3.8%	\$ 21.00	\$ 849.00	\$ 828.00	0.0%	\$ 21.00	\$ 849.00	\$ 848.00	2.4%	\$ 21.36	\$ 869.36
Human Resources Management: in-class	3	\$ 668.00	0.0%	\$ 21.00	\$ 689.00	\$ 688.00	3.0%	\$ 21.00	\$ 709.00	\$ 708.00	2.9%	\$ 21.36	\$ 729.36
Human Resources Management: online	3	\$ 668.00	0.0%	\$ 21.00	\$ 689.00	\$ 688.00	3.0%	\$ 21.00	\$ 709.00	\$ 708.00	2.9%	\$ 21.36	\$ 729.36
Marketing: in-class	3	\$ 668.00	0.0%	\$ 21.00	\$ 689.00	\$ 688.00	3.0%	\$ 21.00	\$ 709.00	\$ 688.00	0.0%	\$ 21.36	\$ 709.36
Marketing: online	3	\$ 668.00	0.0%	\$ 21.00	\$ 689.00	\$ 688.00	3.0%	\$ 21.00	\$ 709.00	\$ 688.00	0.0%	\$ 21.36	\$ 709.36
Metallurgy: online	3	\$ 858.00	0.0%	\$ 21.00	\$ 879.00	\$ 878.00	2.3%	\$ 21.00	\$ 899.00	\$ 878.00	0.0%	\$ 21.36	\$ 899.36
Web Design: Online	3	\$ 778.00	0.0%	\$ 21.00	\$ 799.00	\$ 778.00	0.0%	\$ 21.00	\$ 799.00	\$ 817.00	5.0%	\$ 21.36	\$ 838.36
Payroll Compliance Practitioner	3	N/A	N/A	N/A	N/A	\$ 568.00	0.0%	\$ 21.00	\$ 589.00	\$ 568.00	0.0%	\$ 21.36	\$ 589.36
Professional Addiction Studies	3	N/A	N/A	N/A	N/A	\$ 828.00	0.0%	\$ 21.00	\$ 849.00	\$ 828.00	0.0%	\$ 21.36	\$ 849.36
Opioid Treatment Management	3	N/A	N/A	N/A	N/A	\$ 828.00	0.0%	\$ 21.00	\$ 849.00	\$ 828.00	0.0%	\$ 21.36	\$ 849.36
Understanding, Gathering, and Using Evidence	3	N/A	N/A	N/A	N/A	\$ 688.00	0.0%	\$ 21.00	\$ 709.00	\$ 688.00	0.0%	\$ 21.36	\$ 709.36
Academic Writing	3	N/A	N/A	N/A	N/A	\$ 688.00	0.0%	\$ 21.00	\$ 709.00	\$ 688.00	0.0%	\$ 21.36	\$ 709.36
Big Data Analytics Preparatory Courses	3	N/A	N/A	N/A	N/A	\$ 708.00	0.0%	\$ 21.00	\$ 729.00	\$ 708.00	0.0%	\$ 21.36	\$ 729.36
Science of Cannabis*	3	N/A	N/A	N/A	N/A	\$ 828.00	0.0%	\$ 21.00	\$ 849.00	\$ 828.00	0.0%	\$ 21.36	\$ 849.36
CCE Administered Programs													
Clinical Research Associate: in-class: Intro Course only	3	\$ 878.00	0.0%	\$ 21.00	\$ 899.00	\$ 878.00	0.0%	\$ 21.00	\$ 899.00	\$ 878.00	0.0%	\$ 21.36	\$ 899.36
Clinical Research Associate: in-class: Other Courses	3	\$ 868.00	0.0%	\$ 21.00	\$ 889.00	\$ 868.00	0.0%	\$ 21.00	\$ 889.00	\$ 868.00	0.0%	\$ 21.36	\$ 889.36
Ogweho:weh Six Nations Language Program	6	\$ 1,295.00	0.0%	\$ 42.00	\$ 1,337.00	\$ 1,295.00	0.0%	\$ 42.00	\$ 1,337.00	\$ 1,295.00	0.0%	\$ 42.72	\$ 1,337.72

Notes

The Science of Cannabis program is presently undergoing academic approval process.

Health, Safety and Risk Management Report to the Board of Governors

Report 2018-5 for the period September 15, 2018 –November 16, 2018

The Health, Safety and Risk Management (HSRM) unit of Human Resources Services incorporates Environmental and Occupational Health Support Services (EOHSS), Employee Health Services (EHS) and works in cooperation with the Organizational Development unit. Together, we strive to promote the health, safety, wellness and engagement of all McMaster employees.

Executive Summary

- The Ministry of Labour was on campus for one occasion and no orders were issued.
- McMaster has received notification that it is in a WSIB rebate position in the amount of \$ 39, 275.11 based on our NEER performance from 2014-2017.
- Lost time days have decreased significantly in 2018 compared with lost time days in 2017.
- McMaster, along with many other Ontario universities, are in technical non-compliance with WHMIS 2015 as of December 1, 2018 in regards to new labelling requirements for existing chemical containers. Active consultation with the MOL continues on this matter.

1. Training and Loss Prevention Initiatives

- Updated legislation called WHMIS (Workplace Hazardous Materials Information System) 2015 included a three-year phased implementation that commenced in 2015. The final stage of this legislation takes effect on December 1, 2018. EOHSS continues to work on providing researchers with education tools/information in preparation for this final stage of implementation of WHMIS 2015. There are three components to this regulation including:
 - Training: WHMIS 2015 training is available online for all staff and faculty.
 - Safety Data Sheets: Safety Data Sheets (SDS) are required to be replaced with Material Safety Data Sheets (MSDS) for hazardous materials information and be readily accessible to all workers. These documents are available on the EOHSS webpage as well as from chemical suppliers.
 - Labelling of Hazardous Materials:
 - Suppliers of Hazardous Materials were required to ship chemicals using new supplier labels as of August 30, 2018.
 - All Hazardous chemicals purchased prior to this date will need to comply with new WHMIS 2015 requirements as of December 1, 2018. This requires existing inventory of chemicals to be relabelled.
- The requirement for existing inventory to be relabelled continues to be a significant item of concern among the University sector. The Council of Ontario Universities (COU) is providing leadership and assistance to achieve an optimum solution for researchers.

For over a year now COU and the Council of Environmental Health and Safety Officers (CEHSO) have been working together, to obtain legal interpretation of the legislation. The COU/CEHSO subcommittee have met with Cabinet Office and the Ministry of Labour (MOL) to discuss the impact of WHMIS regulations governing labels on hazardous containers. Following these discussions, the MOL released an amendment that requires organizations to relabel each container individually. The amendment does not reflect the original proposed solution by the university sector and continues to present different but still significant time and resource implications.

COU has again engaged with the civil service staff and political staff at MOL regarding the current amendment and its implications to determine if any future change is possible. As of December 1st, McMaster and other Ontario universities are technically non-compliant with this legislation. The COU continues to engage in conversation with MOL to discuss solutions and alternatives.

- The annual compliance review of the *Violence in the Workplace Policy* as required under the Occupational Health and Safety Act was completed by EOHSS and Security Services.
- The Violence Risk Assessment Team completed their annual refresher training day in early November along with two days of speciality violence risk training as delivered by Protect International Risk and Safety Services.
- Take Our Kids to Work Day was held on November 14, 2018. As part of the University's commitment to providing a healthy and safe working and learning environment, EOHSS requires all participants in the Take Our Kids to Work Day to complete the Ministry of Labour Health and Safety worker orientation training. This training is legislatively required training by the Ministry of Labour to minimize injuries, particularly among young workers.
- The next edition of the Workplace Wellbeing Newsletter will be released in December with articles on: laboratory safety, chemical inventory update, health and safety training updates, WHMIS 2015, slips, trips and falls, reporting hazards, the importance of documenting site specific training/due diligence, and snow closure procedure.

2. Government Relations and External Inspections/Audits

- The MOL was called as a result of a critical injury sustained by a worker while walking in a hallway. The worker slipped and fell and broke her wrist. Investigation did not determine any workplace contributing factors and as a result no orders were issued.

3. Employee Health Services Summary

3.1 Critical Injuries

There was one call to MOL to report a critical injury during this period as noted above.

3.2 Lost Time Update

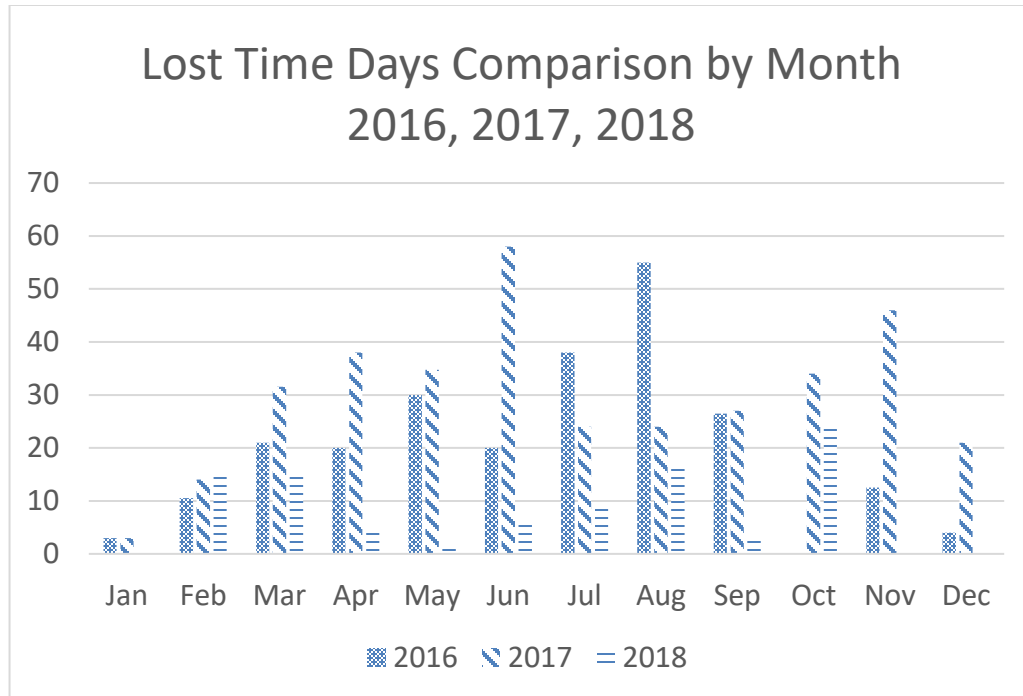
The Employee Health Services Team (EHS) actively manages WSIB as well as salary continuance, sick leave, employee medical accommodation requests and long-term disability claims. EHS continues to collaborate with departments and faculties to develop and maintain proactive strategies to help reduce lost time incurred by employees throughout the University. The team remains focused on supporting programming, education and processes with the goal of early and safe return to work, prevention and a reduction of lost time days.

The chart below illustrates the number of WSIB lost time days over the past three years. (2018 includes data from January 1 to October 31)

Jan. 1- Dec. 31 Year	# of Lost Time Days	Total # approved Lost time claims
2016	252	18
2017	355	17
2018 (to Oct 31)	99	12

Year over Year WSIB Lost time

- In 2016, 2 claims accounted for 174.5 of the 252 lost time days, or 69% of the lost time.
- In 2017, 2 claims accounted for 273.75 of the 355 lost time days, or 77% of the lost time.
- In 2018, 2 claims accounted for 48 of the 99 lost time days or 48% of the lost time from January to October 31, 2018.



- HSRM is currently facilitating six-part safety culture programming for Facility Services, with the goal of increasing a positive health and safety culture in the workplace. The programming will analyze lost time trends and promote working safely, with the ultimate goal of a reduction in future lost time.
- In 2018, lost time has decreased significantly. Employees who have been injured are accepting modified work and/or attending work with accommodations.
- The New Experimental Experience Rating (NEER) Status report for 2018 from the Workplace Safety and Insurance Board has been received. This report assesses McMaster University's performance based on our lost time and healthcare claim costs from 2017, 2016, 2015, and 2014. McMaster has achieved a rebate of \$ 39,275.11. This is an improvement as the previous year we were in a surcharge position.
- WSIB claims are proactively managed by McMaster's Employee Health Services Consultants, and our Occupational Health Nurses. EHS is in regular communication with WSIB case managers and injured employees, to encourage an early and safe return to work.

3.3 WSIB Regulatory Changes

- In 2017 WSIB announced changes to its Rate Framework which will fundamentally change the way the WSIB classifies Schedule 1 employers and sets its premium rates. Effective January 2020, WSIB will move from a system of 800+ classification

units to a 22-class structure. A single employer would no longer have multiple WSIB accounts with different premium rates. McMaster currently has two rates – including the majority of employees under the education sector, and employees working in the Nuclear Reactor under a secondary category.

- WSIB is expected to communicate the new rate groups and premium rate in 2019. The new Rate Framework may result in an increase in cost for McMaster given the expected change in rates, and changes in the NEER calculation.
- NEER is currently based on four years of claims experience – and will change to a six-year window under the new provisions.
- Additional information on Rate Framework will be available in future reports as we get closer to implementation period in 2020.

3.4 Mental Health Strategy

- Human Resources Services continues to work collaboratively, on mental health education and supports for all staff and, faculty. Student Affairs continues to take the lead on student related programming, with Human Resources providing education and programming for employees. EHS has partnered with Organizational Development to deliver additional programming and resources for creating a positive psychological health and safety workplace. New programming was announced in October 2018.
- Mental Health First Aid (MHFA) has been offered since August 2015. The delivery of the MHFA training has been very successful and continues to be a valued resource to the McMaster community. To date a total of 385 faculty and staff have received MHFA training. Training is offered every other month throughout the calendar year. Additional online Mental Health Awareness training has been developed and is available through McMaster Online Resource Essentials (MORE), in order to meet the varied needs of faculty and staff.

4. Workplace Wellness Initiatives

The Organizational Development (OD) team fosters a supportive work environment that promotes employee development, engagement, recognition and wellness. Organizational wellness is supported by addressing the thirteen psychosocial factors related to the National Standard of Canada for Psychological Health and Safety in the Workplace.

Recent campus wellness activities include:

- Continued to support the evaluation of the Tobacco and Smoke-Free (TSF) Campus Policy. A 12-month evaluation is now under-way. This evaluation includes:
 - a cross-sectional community survey (available until November 19)
 - a pre-post litter audit
 - tracking of smoking reduction and cessation services
 - analysis of compliance data

- Organized a Knowledge Transfer Seminar in support of our TSF work; a provincial event for Public Health professionals and post-secondary institutions. 22 public health and post-secondary institutions were represented and over 1000 individuals joined through Facebook Live.
- Launched a toolkit for leaders in response to the legalization of cannabis. Supported the communications and education efforts across campus.
- Delivered interactive workshops on psychological health and safety to participants of the HR Forum and to the Healthy Workplace Committee.
- Provided new initiatives in alignment with Canada's National Financial Literacy Month to strengthen financial literacy of faculty and staff which empowers them to:
 - manage money and debt wisely while saving for the future
 - reduce their financial stress; and
 - understand their financial rights and responsibilities.
- Facilitated McMaster's Healthy Workplace Month with initiatives across multiple campus locations. This included a teambuilding bus pull in support of the United Way Campaign as the kickoff, physical activity and stress reduction sessions and initiatives which build a positive, healthy, and engaged culture.

Glossary:

New Experimental Experience Rating (NEER): The Workplace Safety & Insurance Board's NEER plan recognizes an organization's health and safety performance (based on its accident cost experience) and adjusts premiums accordingly through refunds and surcharges. When determining claims costs for the refund or surcharge calculation, NEER takes into account overhead costs and the future costs of benefits relating to the claim. The University's status is determined by comparing its performance to other organizations in the same industry.



Equity and Inclusion Office

Annual Report

**SEPTEMBER 1, 2017
– AUGUST 31, 2018**

BRIGHTER WORLD

Equity and
Inclusion Office

McMaster
University 

Equity and Inclusion Office

Annual Report

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Associate Vice President
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and Sexual Violence Complaints

Relevant Links

Accessibility Hub accessibility.mcmaster.ca

Equity and Inclusion Office equity.mcmaster.ca

Equity and Inclusion on Facebook facebook.com/EIOMcMaster

Hamilton Anti-Racism Resource Centre harrc.ca

Policy on Discrimination and Harassment: Prevention & Response
mcmaster.ca/policy/General/HR/Discrimination_and_Harassment.pdf

President's Advisory Committee on Building an Inclusive Community pacbic.mcmaster.ca

Sexual Violence Policy
mcmaster.ca/vpacademic/Sexual_Violence_Docs/Sexual_Violence_Policy_effec-Jan_1,2017.pdf

Sexual Violence Response Protocol svrp.mcmaster.ca

Message from Dr. Arig al Shaibah, Associate Vice President

Dear Campus Community Members:

As McMaster's inaugural Associate Vice President, Equity and Inclusion, it is my pleasure to present this 2018 Annual Report of the Equity and Inclusion Office, and to offer some introductory comments!



While this report provides both narrative highlights and statistical information related to the programs and services offered through the Office, I would like to share, in these prefacing remarks, some information about my role and what I have been focused on since I joined McMaster in April of 2018.

In the last several months, in addition to familiarizing myself with the campus, I have been engaged in collaborative work to strengthen the foundations needed to enable both the EIO team and the broader community to advance institution-wide equity, diversity and inclusion (EDI).

The EIO has experienced considerable change since its inception. In the last year, the Office benefited from institutional investment in both people and programming. Shortly after I began my term, the entire team engaged in a productive exercise which led to the revitalization of our vision, reinforcement of our core values, and renewal of our mission and mandate. We are poised to maintain forward momentum!

With respect to building broader university capacity to advance EDI, I have been consulting and engaging campus community members – students, faculty, staff and administrators – on the development of an institution-wide EDI framework and strategy. Community consultations will continue through the 2018/19 winter term.

Together, we have been shaping a four-pillar framework spanning all areas of the university:

- 1. Institutional commitment and capacity** (strengthening leadership, governance, and accountability);
- 2. Educational content and context** (innovating teaching, learning and research);
- 3. Interactional capabilities and climate** (developing attitudes, knowledge and skills);
- 4. Compositional diversity and community engagement** (enhancing equity, access, and success).

We have also determined that our EDI efforts should be guided by the following principles:

- *Cultural relevance and reconciliation* through education and relationship-building;
- *Community ownership* through campus consultation and engagement;
- *Collective responsibility* through senior level accountability and distributed leadership;
- *Coordinated de-centralization* through cross campus collaborations and synergies; and
- *Continuous improvement* through evidence-based decision-making and practice.

We are living in increasingly diverse, pluralistic, and interconnected communities, yet disparities in social determinants of human health and well-being persist, intergroup conflict continues, and solutions to local and global economic and environmental sustainability challenges elude us. It is more important than ever to generate knowledge and graduate scholars, global citizens and leaders to address these contemporary issues and challenges. These are the ultimate goals of advancing EDI and inclusive excellence in higher education, and, as a world-class institution, McMaster is well placed to be on the leading edge of these efforts.

A handwritten signature in blue ink that reads "Arig al Shaibah".

Arig

Executive Summary

McMaster's Equity and Inclusion Office (the Office) experienced considerable change and forward momentum in the 2017/2018 academic year. The following are particularly notable accomplishments.

In April 2018, Dr. Arig al Shaibah joined the Equity and Inclusion Office as McMaster University's first Associate Vice President, Equity and Inclusion. Reporting to the Provost and Vice-President Academic, Dr. David Farrar, Dr. al Shaibah was appointed after a national search and unanimous recommendation by the selection committee.

In March 2018, the Hamilton Anti-Racism Resource Centre (HARRC) was successfully launched in collaboration with the City of Hamilton and the Hamilton Centre for Civic Inclusion. Princewill Ogban was hired as the Manager of the HARRC. More than 10 years in the making, the new HARRC is already proving to be a positive force in combatting race-based discrimination, harassment and hate incidents.

The Office was relocated to the First Floor of University Hall, bringing the entire EIO team together under one roof and creating a more collaborative and efficient work environment. More importantly, the new office location provides a more welcoming and accessible space for members of the University community seeking our support and services, particularly those requiring a private place for confidential consultations.

The EIO website was also updated. More user-friendly, the site is now easier to navigate, and visitors report it is quicker and easier to identify and locate the vital information they are looking for.

In addition to looking forward to Dr. al Shaibah's leadership and vision for advancing a campus-wide EDI Framework and Action Plan, the EIO will be prioritizing the following activities in 2018/19:

- Reviewing both the Sexual Violence Policy and the Policy on Discrimination and Harassment;
- Supporting the implementation of employment equity best practices across the institution;
- Contributing to the enhancement of recruitment and selection training resources and tools;
- Developing a new online tool to improve tracking of Sexual Violence cases; and
- Building on the pilot Indigenous Blanket Exercise to sustain campus community training efforts.

767

Total cases - consultations/complaints/disclosures

41

Complaints

637

Consultations

89

Sexual Violence Disclosures

170

Total workshops and events

9,937

Total people reached

The Equity and Inclusion Office

Advancing equity, diversity and inclusion

The Equity and Inclusion Office has a broad and proactive mandate to:

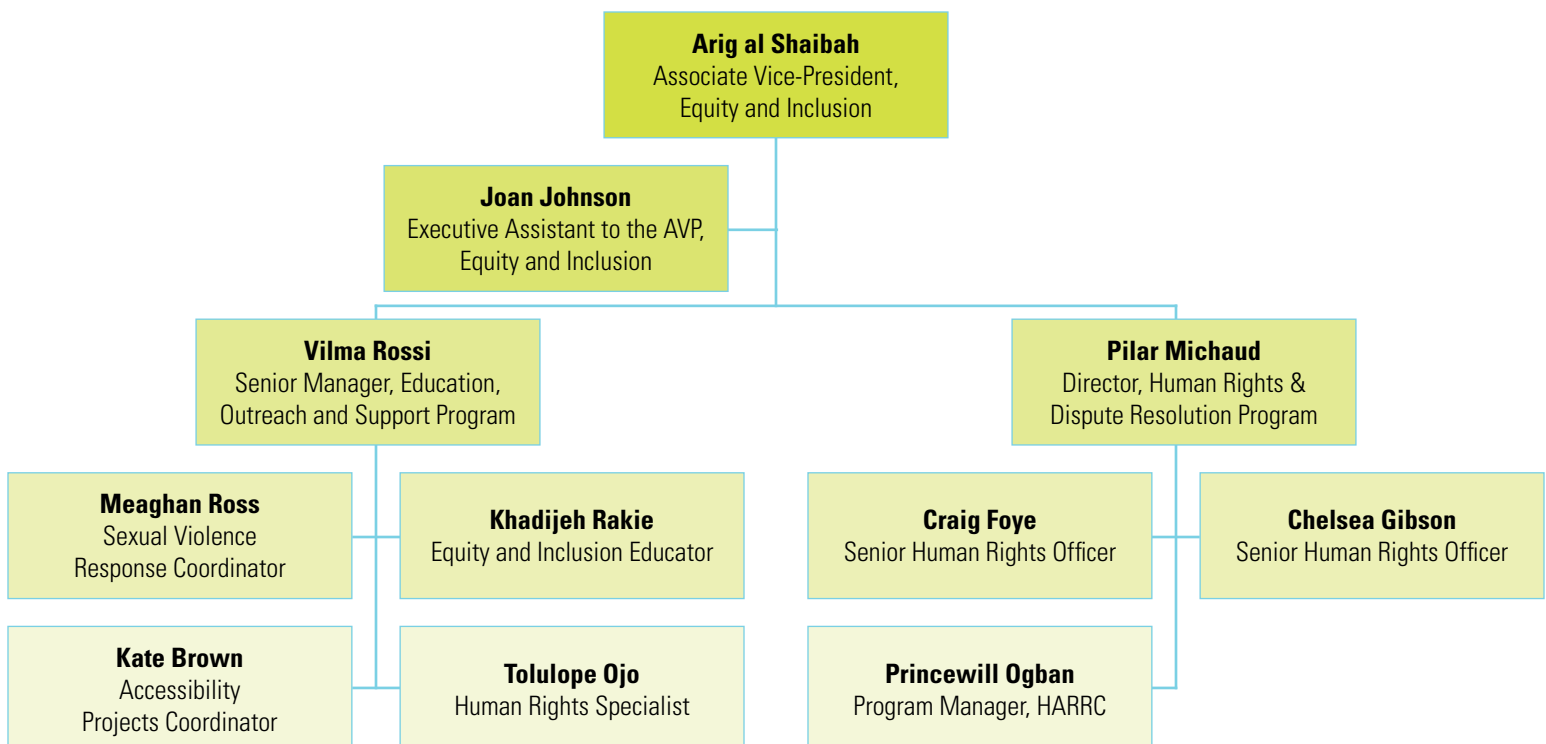
- Identify and address campus-wide systemic equity and inclusion issues;
- Play a central role in campus education and awareness-raising on equity and inclusion; and
- Help develop and implement relevant equity and inclusion initiatives, policies and processes, including those for handling discrimination, harassment and sexual violence concerns and complaints.

The Associate Vice President (AVP), Equity and Inclusion provides leadership to advance institution-wide strategic equity, diversity and inclusion priorities and goals, working collaboratively and in consultation with the President's Advisory Committee on Building an Inclusive Community (PACBIC), the Indigenous Education Council, and the McMaster Accessibility Council.

Two complementary programs

The Human Rights and Dispute Resolution Program offers confidential advice, guidance and consultation to students, staff and faculty members on issues related to human rights. The Program houses one of four intake sites listed in McMaster's *Policy on Discrimination and Harassment: Prevention and Response* and the *Sexual Violence Policy*. The Program team is responsible for facilitating the resolution of concerns and complaints and for investigating formal complaints related to issues of discrimination, harassment and sexual violence.

The Education, Outreach and Support Program engages students, staff and faculty members through awareness-raising and education, including workshops, equity-related initiatives, inter and intragroup dialogue, support and outreach, and special events. The Program team works closely with partners, both on and off campus, not only to advance equity, inclusion and accessibility, but also to challenge myths and misconceptions about sexual violence on campus.



Education, Outreach and Support Program 2017/18 Highlights

Let's Talk About Race!

HOSTED BY
Race, Racism and Reconciliation (RR)
PACIS Working Group
and the Equity and Inclusion Office

DATES AND LOCATIONS
Thurs., Sept. 27, 2018 - L.R. Wilson Hall - 2001
Wed., Oct. 31, 2018
Wed., Nov. 28, 2018
Wed., Jan. 30, 2019
Wed., Feb. 27, 2019
Wed., Mar. 27, 2019
Wed., Apr. 24, 2019
Wed., May 29, 2019

TIME
11:30 a.m. - 1:30 p.m.

PIZZA, SNACKS AND BEVERAGES
will be provided.

Racialized students, staff and faculty are invited to drop in to talk about racism and discrimination and to share resources and ideas.

FOR MORE INFORMATION: pacis.mcmaster.ca

Equity and Inclusion Office | McMaster University | President's Advisory Committee on Building an Inclusive Community

This initiative is supported by McMaster University's President and Vice-Chancellor's Fund.

The Education, Outreach and Support (EOS) Program – formerly known as the Equity Services Program – is overseen by Vilma Rossi, Senior Manager, Education, Outreach and Support. EOS includes AccessMAC, the University's accessibility program, the Sexual Violence Response Protocol, and the Education Portfolio which includes a wide range of educational workshops and initiatives related to equity, diversity and inclusion.

This year, the Program was strengthened by the addition of the **Equity and Inclusion Educator** position. This position was filled by Khadijeh Rakie who first undertook the role on a promotional assignment from her previous position as Human Rights Specialist. With the introduction of the Equity and Inclusion Educator role, the Program looks forward to providing an even wider range of workshops and specialized training to build skills and raise awareness around harassment, discrimination, equity, accessibility and inclusion. The Educator will also work closely with team members and with members of historically marginalized groups on campus to create opportunities for intragroup support and dialogue initiatives, such as the very well-received **"Let's Talk About Race"** and **"Disability Discussions"** Series.

BROWN BAG Lunch & Learn Series

McMaster students, staff and faculty members are invited to the Equity and Inclusion Office's "What is..." Brown Bag Lunch & Learn Series. You're invited to bring your lunch and learn about a variety of topics related to diversity, equity and inclusion.

DATES:
First Wednesday of the month from April 4 to December 5, 2018

LOCATION:
MUSC 224

TIME:
Noon - 1 p.m.

APRIL 4, 2018
What is Smudging?

MAY 2, 2018
What is Ramadan?

JULY 4, 2018
What is Black Lives Matter?

AUGUST 1, 2018
What is Positive Gender? All Gender Washrooms?

SEPTEMBER 5, 2018
What is the Jewish Perspective on Inclusion?

OCTOBER 3, 2018
What is Cultural Appropriation?

NOVEMBER 1, 2018
What is the Sexual Violence Response Protocol?

DECEMBER 5, 2018
What is Accessibility?

For more information: equity@mcmaster.ca

Equity and Inclusion Office | McMaster University

Another exciting initiative was the **Lunch & Learn** series covering a wide range of topics of interest to the campus community. This initiative has been so well-received that the Program will be adding a **"Smart Start"** series for campus members who want a very early start to their day with coffee, croissants and conversation about equity, diversity and inclusion.

Working in close partnership with the Employment Equity Specialist in Human Resources Services, the EOS team continued to build on the success of the "Building Inclusion" Series for managers and supervisors with the "Creating Trans-Inclusive Workspaces Presentation" offered by the 519 Community Centre, Toronto.

The **"Creating Trans-Inclusive Workspaces"** presentation was complemented by the release of the **On-Line Trans Resource** developed by several members of McMaster's transgender and non-binary communities: <https://equity.mcmaster.ca/inclusion-initiatives>

Let's Talk About Race!

THEME: Anti-Black Racism

Racialized (Black, Indigenous and People of Colour) students, staff and faculty members are invited to a facilitated discussion on Anti-Black Racism for this session during Black History Month February 2018.

DATE:
WEDNESDAY, FEBRUARY 28, 2018

TIME:
11:30 a.m. - 1:30 p.m.

LOCATION:
L.R. Wilson Hall Room 2001

FACILITATOR:
Rowva Mohamed

PIZZA, SNACKS AND BEVERAGES
will be provided.

HOSTED BY
Race, Racism and Reconciliation (RR) | Equity and Inclusion Office | McMaster University | President's Advisory Committee on Building an Inclusive Community

This initiative is supported by McMaster University's President and Vice-Chancellor's Fund.

Let's Talk About Race!

Racialized (Black, Indigenous and People of Colour) students, staff and faculty members are invited to a facilitated discussion on race, racialization and racism for our last drop-in session!

FINAL SESSION

DATE:
WEDNESDAY, APRIL 25, 2018

TIME:
11:30 a.m. - 1:30 p.m.

LOCATION:
MUSC 224

FACILITATOR:
Jordan Lentiniello

PIZZA, SNACKS AND BEVERAGES
will be provided.

HOSTED BY
Race, Racism and Reconciliation (RR) | Equity and Inclusion Office | McMaster University | President's Advisory Committee on Building an Inclusive Community

This initiative is supported by McMaster University's President and Vice-Chancellor's Fund.

BROWN BAG Lunch & Learn Series

What is Ramadan?

DATE:
WEDNESDAY, MAY 2, 2018

TIME:
Noon - 1 p.m.

LOCATION:
MUSC 224

FACILITATOR:
Khadijeh Rakie

Bring your lunch.

This is one of many "What is..." Brown Bag Lunch & Learn topics. You're invited to bring your lunch and learn about a variety of topics related to diversity, equity and inclusion.

For more information: equity@mcmaster.ca

Equity and Inclusion Office | McMaster University

BROWN BAG Lunch & Learn Series

What is Black Lives Matter?

DATE:
WEDNESDAY, JULY 4, 2018

TIME:
Noon - 1 p.m.

LOCATION:
MUSC 224

FACILITATOR:
Kojo Damptey

Bring your lunch.

This is one of many "What is..." Brown Bag Lunch & Learn topics. You're invited to bring your lunch and learn about a variety of topics related to diversity, equity and inclusion.

For more information: equity@mcmaster.ca

Equity and Inclusion Office | McMaster University

What is Smudging? Lunch & Learn

2018 DATES:
THURS., JUNE 14
WED., JULY 11
WED., AUGUST 8

TIME:
Noon - 1 p.m.

LOCATION:
MUSC 220

FACILITATOR:
Katelyn Knott

Bring your lunch.

McMaster students, staff and faculty members are invited to bring their lunch and learn about Smudging on campus.

Supported by McMaster University's President and Vice-Chancellor's Fund

For more information: equity@mcmaster.ca

Equity and Inclusion Office | McMaster University

Accessibility in Employment Presentation and Discussion
 FACILITATED BY Nadine from PATH Employment Services
 HOSTED BY McMaster's Employee Accessibility Network

Do you...
 • work at one of McMaster's campuses?
 • personally identify with disability-related issues (stress, anxiety or health-related health condition or accessibility concern)?
 • want to meet confidentially with other employees with disabilities to discuss accessibility at McMaster?

Join us for a themed gathering of the Employee Accessibility Network

Thursday April 26, 2018
 3 p.m. – 4:30 p.m.
 Mills Library, McMaster Mills Campus

PLEASE RSVP (FREE) on Eventbrite for more information: <https://eventbrite.com/EmployeeAccess>

What will we discuss?
 • Current Accessibility Initiatives that have been implemented and opportunities to improve the campus and community experience
 • Changes over time in the local context of employment for people with disabilities
 • Discussion of the distribution of disability in the workplace
 • Academic and non-academic careers for accessibility in the workplace
 • Potential for expanding accessibility and inclusion for employment at McMaster

QUESTIONS?
 Accessibility Project Coordinator
 Equity and Inclusion Office
Accessibility@mcmaster.ca

Equity and Inclusion Office | McMaster University

AccessMac Highlights

- EIO staff worked with youth activists with disabilities and other partners to hold the very first **Momentum: Disability Justice UnConference** to celebrate and commemorate the International Day of Persons with Disabilities (December 3).
- The **Employee Accessibility Network for Employees with Disabilities** was launched.
- In partnership with MSU Maccess, the **Disability Discussions Series** was launched. This student-focused series consists of themed events and networking opportunities for students with disabilities on topics of their choice.
- EIO partnered with MacPherson Institute staff on important accessibility-related initiatives, including the **Accessibility and Equity in Teaching and Learning Network**, which hosted two events in early summer 2018 for faculty and teaching staff members.
- AccessMAC** developed strong partnerships with groups working in accessibility and disability inclusion both within McMaster and in the broader Hamilton community. Partners include the Hamilton Centre for Civic Inclusion, PATH Employment Services, and L'Arche Hamilton.

AccessMAC
 Advancing accessibility and inclusion at McMaster University

Equity and Inclusion Office | McMaster University

#EIO@McMaster
 @EIO@McMaster
 905.525.9100 ext. 24844
access@mcmaster.ca
equity.mcmaster.ca

Other important highlights of the past reporting year include:

In its ongoing efforts to build an inclusive community, the EOS Program provides many educational events and initiatives to the McMaster community. Notable ones include:

National Day of Remembrance and Action on Violence Against Women

MISSING AND MURDERED INDIGENOUS WOMEN

December 6, 2017

For more information visit:

Equity and Inclusion Office | McMaster University

National Day of Remembrance and Action on Violence Against Women: EOS works in close partnership with the Anti-Violence Network and the Indigenous Studies Program/ Indigenous Student Services to plan the commemorative events held annually on or about December 6th.

CELEBRATING Black History @McMASTER

Equity and Inclusion Office | McMaster University

Smudging Protocol: Led by Katelyn Knott, Indigenous Projects Coordinator and graduate student in Gender Studies and Feminist Research, the Equity and Inclusion Office partnered with members of the Indigenous communities and relevant McMaster University offices to affirm the right of Indigenous peoples to engage in Smudging on campus. This right is upheld by the University's "Procedure for Burning Traditional and Sacred Medicines" which recognizes that "the use of these Traditional and Sacred Medicines for ceremonial purposes is separate and distinct from the 'recreational' use of tobacco, and other substances, and as such is not subject to the same restrictions outlined in the *Tobacco & Smoke Free University Policy*."

Kairos Blanket Exercise

Members of the McMaster & Hamilton communities are invited to attend the Kairos Blanket Exercise

DATE: Thursday, July 19, 2018
 TIME: 4:30 – 7:30 p.m.
 Light refreshments will be served at 4:30 p.m.

LOCATION: 100 Wilson Community Room 1000

The **KAIROS Blanket Exercise** is an interactive learning experience that presents the history of Indigenous and non-Indigenous peoples on Turtle Island North America through pre-contact, treaty-making, trade-making, colonization and Indigenous resistance. Everyone is actively involved as they step onto blankets that represent the land, and the roles of First Nations, Inuit and other Métis peoples.

To register or to discuss accessibility-related requirements, please contact: equity@mcmaster.ca

Equity and Inclusion Office | McMaster University | Indigenous Student Services

This initiative is supported by McMaster University's President and Vice-Chancellor's Fund.

Black History Month 2017: Black History Month is commemorated on an annual basis in February. Coordinated by Kojo Damptey, this year's commemoration offered a series of meaningful and engaging presentations and initiatives that brought together some of the pre-eminent scholars and advocates on issues related to anti-Black racism and other forms of oppression facing members of racialized communities.

Members of the EOS Education Portfolio worked closely with Indigenous Student Services to deliver the **Kairos Blanket Exercise (KBE)** to members of the campus community. The KBE is an interactive learning experience that presents the history of Indigenous and non-Indigenous peoples on Turtle Island/North America through pre-contact, treaty-making/treaty-breaking, colonization and Indigenous resistance. The KBE was made possible with financial assistance from the President and Vice-Chancellor's Fund.

Equity and Accessibility

Equity



Accessibility



Sexual Violence Response Protocol

McMaster University introduced its Sexual Violence Response Protocol in 2015; the purpose of the Protocol is to ensure all individuals on campus – students, staff, and faculty – know how to provide consistent, clear, and survivor-centred responses to disclosures of sexual and gender-based violence.

The Sexual Violence Response Coordinator consults with community members on their respective roles and responsibilities under the Protocol, receives and responds to individual disclosures of sexual and gender-based violence, including drafting safety plans for individual survivors, providing referrals to campus and community resources/supports, arranging academic, workplace, and residence accommodations, and providing information regarding complaint and reporting options available to survivors on and off campus.

The Coordinator played an integral role in the implementation of, and reporting on, the Ministry of Advanced Education and Skills Development's Campus Climate Survey on Sexual Violence. In total, 9333 McMaster University students completed the survey, representing a response rate of 30.7%, which is greater than the average university response rate of 26.1%. A provincial analysis of survey results is currently being undertaken.

The Protocol is woven into McMaster's *Sexual Violence Policy*, in that disclosing and seeking support from the Sexual Violence Response Coordinator is one of the Policy's three options available to community members. Other options under the Policy including making a formal university complaint and making a report to Security Services or Hamilton Police Services.

Additional information on McMaster's Sexual Violence Response Protocol can be found here:

<https://svrp.mcmaster.ca/>.

Sexual Violence Cases: Data Collection

McMaster University was required to report aggregate data to the Ministry of Advanced Education and Skills Development on formal complaints/reports of sexual violence made by students from September 1, 2017 to December 31, 2017. For Ministry reporting purposes, a formal complaint/report is narrowly defined as one of the following two situations:

- a student who has been affected by sexual violence (including students directly affected by sexual violence and bystanders) informs the postsecondary institution about that experience for the purposes of initiating the institution's investigation and adjudication procedures; or
- the institution, upon being informed of an incident of sexual violence, initiates an investigation.

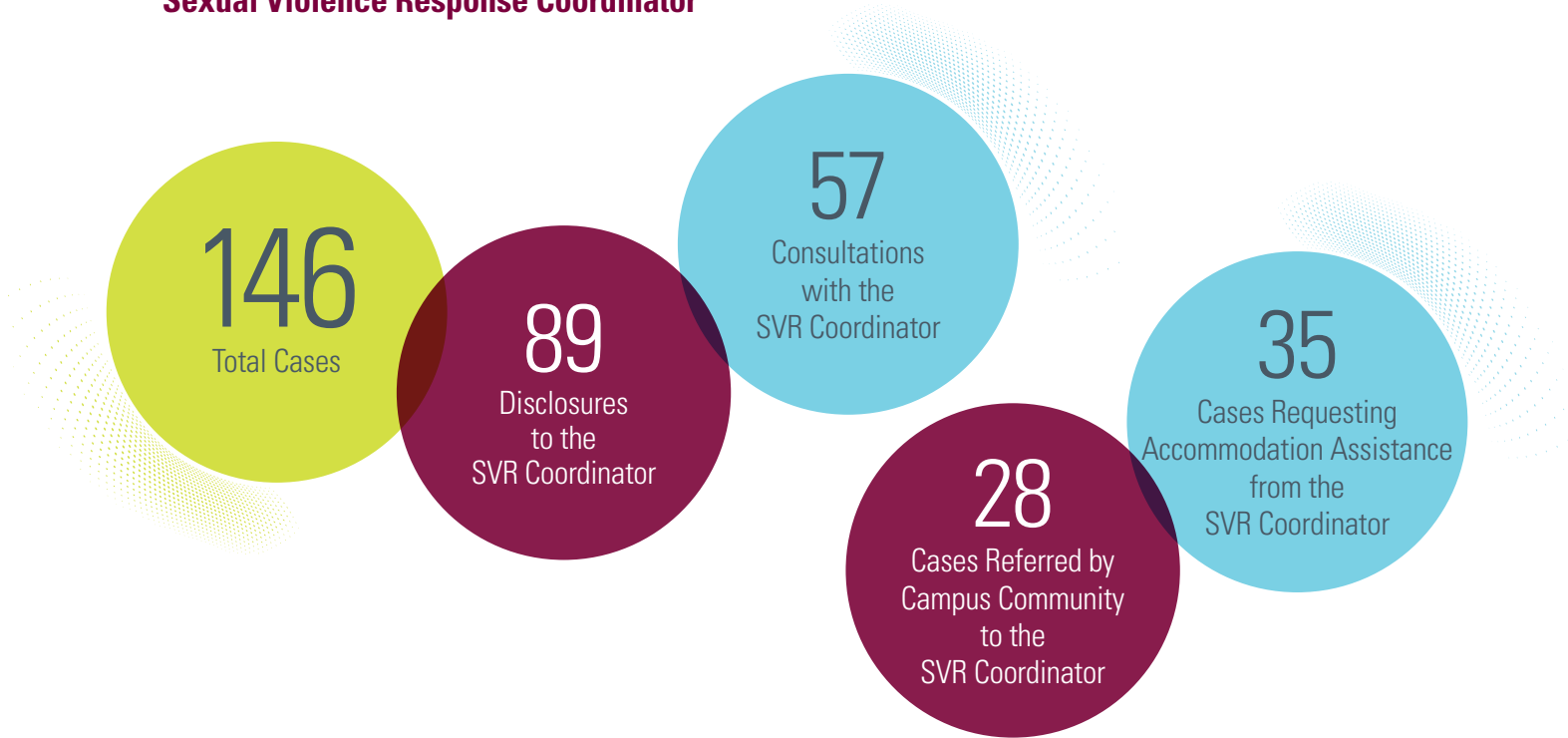
University Data Collection*: Beyond Mandatory Ministry Reporting

In order to reflect a broader picture of sexual violence on the McMaster campus, the EIO collects the following data, published in this report.

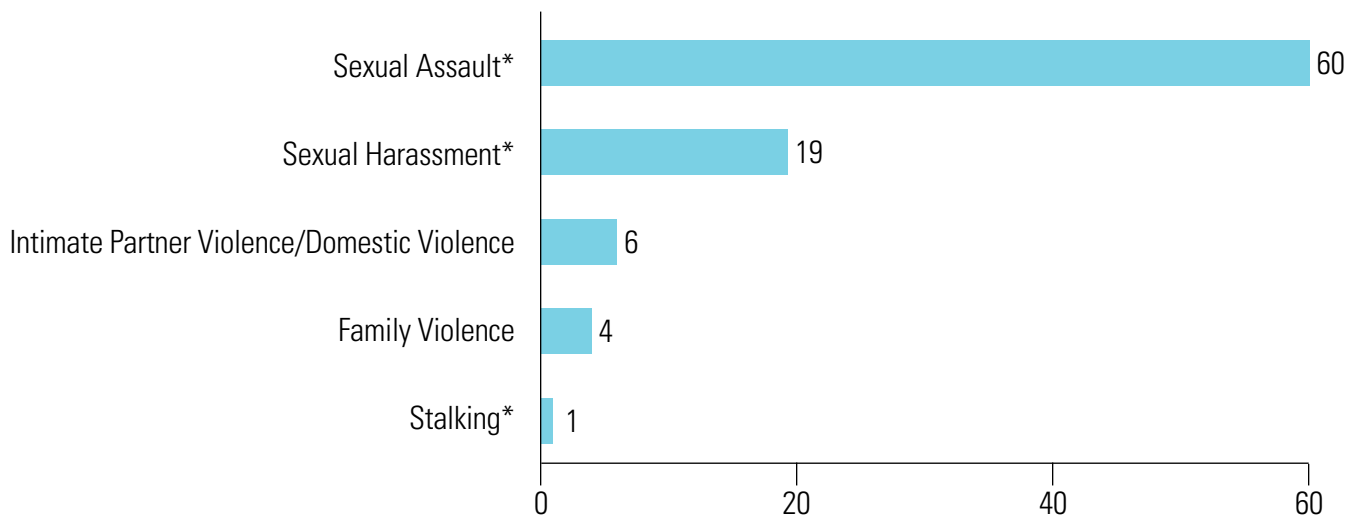
- **Disclosures** – when an individual informs the Sexual Violence Response Coordinator about an experience of sexual violence with the intent to access support, accommodations and/or information about their options;
- **Consultations** – when an individual approaches an Intake Office in order to seek information with the intent of pursuing an informal resolution to the incident experienced;
- **Complaints** – when an individual submits a formal complaint to an Intake Office with the intent of initiating a university process, including formal investigation and adjudication; and
- **Reports**¹ – when an individual makes a first person report to University Security Services or Hamilton Police Services with the intent of initiating a legal process, including laying a charge and engaging in legal proceedings.

¹ EIO records all reports made to Hamilton Police Services (HPS) through McMaster Security Services, but is not privy to reports made directly by individuals to HPS.

Overview of Sexual Violence Disclosures and Consultations to Sexual Violence Response Coordinator



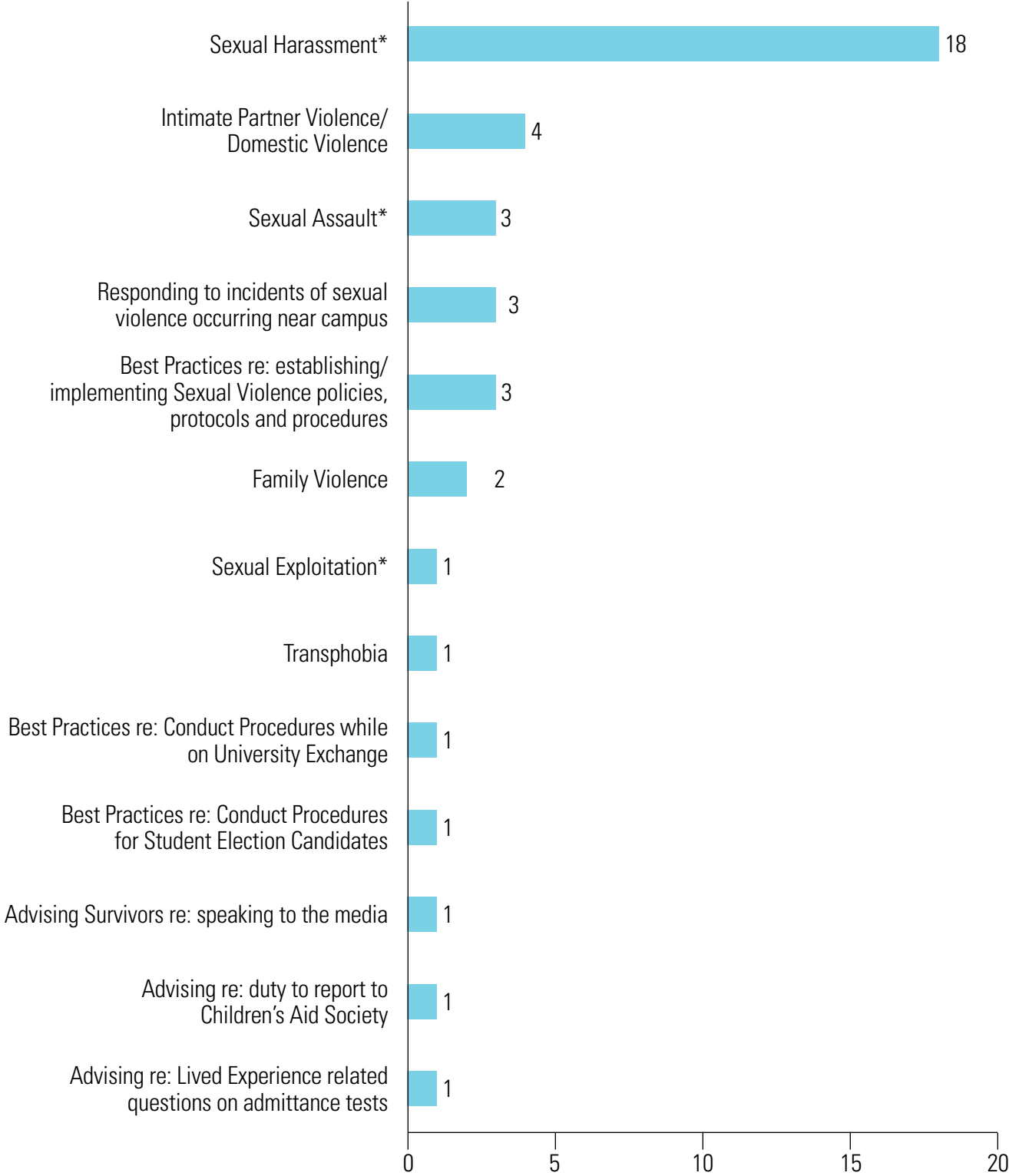
Disclosures: Type of Sexual Violence



* Denotes Ministry Category

Note: Some disclosures involved more than one type of sexual violence.

Consultations: Type of Sexual Violence



Overview of Sexual Violence Statistics Collected through the Intake Offices

Total Unique Cases Presenting to Intake Offices: 53

53

Consultations
with Intake Offices

51

Sexual Harassment

2

Sexual Assault

17

Complaints
Submitted to
Intake Offices

12

Sexual Harassment

5

Sexual Assault

Human Rights and Dispute Resolution Program 2017/2018 Narrative Highlights and Statistics

The Human Rights and Dispute Resolution Program is overseen by Pilar Michaud, Director (HRDR) and includes two Senior Human Rights Officers, Chelsea Gibson and Craig Foye, and an Anti-Racism Program Manager, Princewill Ogban.

Hamilton Anti-Racism Resource Centre: 10+ years in the making:

On March 21, 2018 – International Day for the Elimination of Racial Discrimination – McMaster University, the City of Hamilton, and the Hamilton Centre for Civic Inclusion announced the opening of the Hamilton Anti-Racism Resource Centre (HARRC).



A truly collaborative initiative, HARRC was proposed more than 10 years ago by the City of Hamilton's Committee Against Racism (CAR). HARRC's mandate is to address discrimination, harassment and hate incidents based on race by collecting statistics and providing support, information and referrals to people affected by race-related oppression or violence.

HARRC's Program Manager is Princewill Ogban, an employee of the Equity and Inclusion Office. Princewill is a registered social worker who has extensive experience working with members of marginalized communities within the corporate, education and health and social services sector. Working closely with Princewill is Dr. Ameil Joseph, a faculty member with McMaster's School of Social Work. Professor Joseph's role is Scholar-in-Community, a fellowship funded by the Faculty of Social Sciences.

"HARRC is a unique model that takes on a present-day analysis of what racism is," says Professor Joseph. "It acknowledges what happens on an individual level: the discrimination, the harassment, the direct experience of racism that people experience. These stories will also be collected anonymously and analysed at aggregate levels, to identify problematic systemic and structural patterns and trends."

Since opening its doors, HARRC has been actively involved in community outreach and relationship building, and has conducted 40 consultations, the majority with individuals who self-identify as African Canadian or Black.

For more information, please visit HARRC's website: <http://harrc.ca>



Assessment Team: A new model for handling complaints

McMaster implemented a new approach to assessing complaints under both the *Sexual Violence Policy* and the *Policy on Discrimination and Harassment: Prevention & Response*. This past academic year marks the first full year this model was in place.

Regardless of which Intake Office (Equity and Inclusion Office, Employee & Labour Relations, Student Support and Case Management Office, or Faculty of Health Sciences Professionalism Office) receives a complaint, the complaint is forwarded to a multi-disciplinary Assessment Team.

The Assessment Team then determines: whether the matter fits within the scope of the policies; considers if an investigation is required, and, if so, the parameters; and decides whether accommodation or interim measures are necessary. The Assessment Team maintains a roster of investigators and oversees investigations, advising and consulting with the appropriate senior administrative decision-maker.

The model has proven to have several advantages:

- It provides clarity and university-wide consistency around the complaint process;
- It is allowing the university to develop a panel of experts who are intimately familiar with McMaster's policies;
- It is focused on early and effective alternative dispute resolution;
- It is fostering partnerships and teamwork across the university, and enhancing internal capacity to deal with complaints; and
- It is contributing to education and increased awareness across the university on issues related to harassment, discrimination, and sexual violence.

As a new approach, McMaster's model has generated interest from other university campuses; the Director Employee/Labour Relations recently presented on the model at a conference for the Council of Senior Human Resources Officials. A year into implementation, we are reviewing whether and how to further improve the model.

Note: The 2017/2018 academic year marked the first year that the Assessment Team model was used for the entire 12-month reporting period. While the total number of cases reported by the EIO for the year is similar to 2016/17, the number of complaints is much lower. This is attributed to the new model and the narrower definition of a complaint. A complaint is now a case that is reviewed by the Assessment Team. Cases remaining in an Intake Office and that are resolved through that office are now reported as consultations or informal resolutions.

Keeping Current: Training and tools for leaders and administrators

The EIO continues to support McMaster's leaders and administrators in staying up to date on the university's policies - *Sexual Violence Policy* and the *Policy on Discrimination and Harassment: Prevention & Response*. Staff representatives from each of the four Intake Offices (Equity and Inclusion Office, Employee & Labour Relations, Student Support and Case Management Office, or Faculty of Health Sciences Professionalism Office) collaborated to develop and deliver a workshop that included:

- An overview of the ***Sexual Violence Policy***, including supports, process for disclosures, complaints, and reports, and investigative and adjudication processes, with a focus on the roles and responsibilities of Chairs and Directors
- An overview of the revised ***Policy on Discrimination and Harassment: Prevention and Response***, with a focus on the roles and responsibilities of Chairs and Directors
- A refresher on McMaster's ***Sexual Violence Response Protocol***
- The opportunity to ask questions, share in problem-solving, and identify needed next steps and supports

The workshop was formally offered through the Office of the Vice Provost (Faculty) for Department and Graduate Chairs and Directors in January 2018. Iterations were delivered upon request throughout the year to various departments on campus.

The Intake Offices created one-page reference guides for use by people managers, and are in the process of also creating a desktop card setting out administrators' limits to confidentiality.

The work of developing tools has been identified as an area for continued improvement in 2018/19.

Overview of Harassment/Discrimination and Sexual Violence Complaints

Under sections 58 and 71 of the *Policy on Discrimination and Harassment: Prevention & Response* and section 38 of the Sexual Violence Policy, the Equity and Inclusion Office is responsible for gathering and analyzing statistics on consultations, disclosures, complaints, investigations, sanctions and outcomes, and for reporting on that data to the Senate and the Board of Governors.

Unless stated otherwise, this report covers data collected from September 1, 2017 to August 31, 2018.

The report includes: (1) data gathered by the Equity and Inclusion Office; and (2) data provided to the Office by Human Resources Services, Faculty of Health Sciences Professionalism Office, Student Support & Case Management, and Security Services.



Note: The 2017/2018 academic year marked the first year that the Assessment Team model was used for the entire 12-month reporting period. While the total number of cases reported by the EIO for the year is similar to 2016/17, the number of complaints is much lower. This is attributed to the new model and the narrower definition of a complaint. A complaint is now a case that is reviewed by the Assessment Team. Cases remaining in an Intake Office and that are resolved through that office are now reported as consultations or informal resolutions.

Complaints

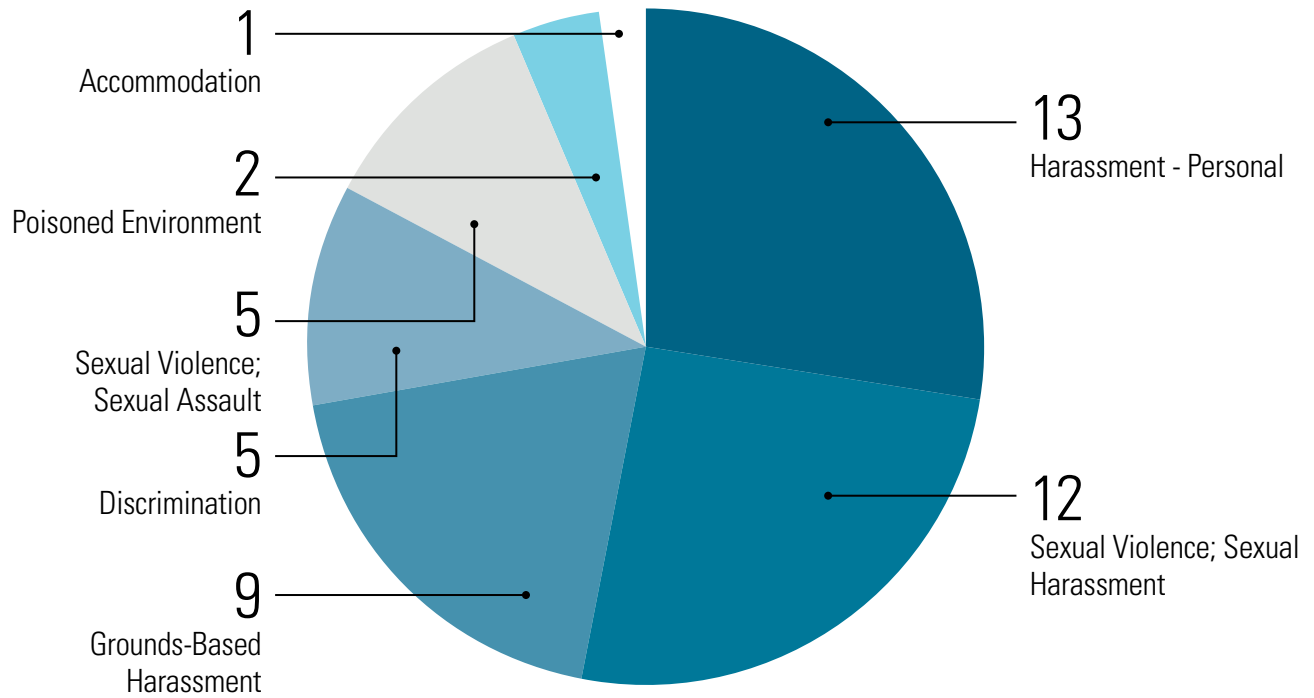
1. Complaints: Status of Formal Complaints



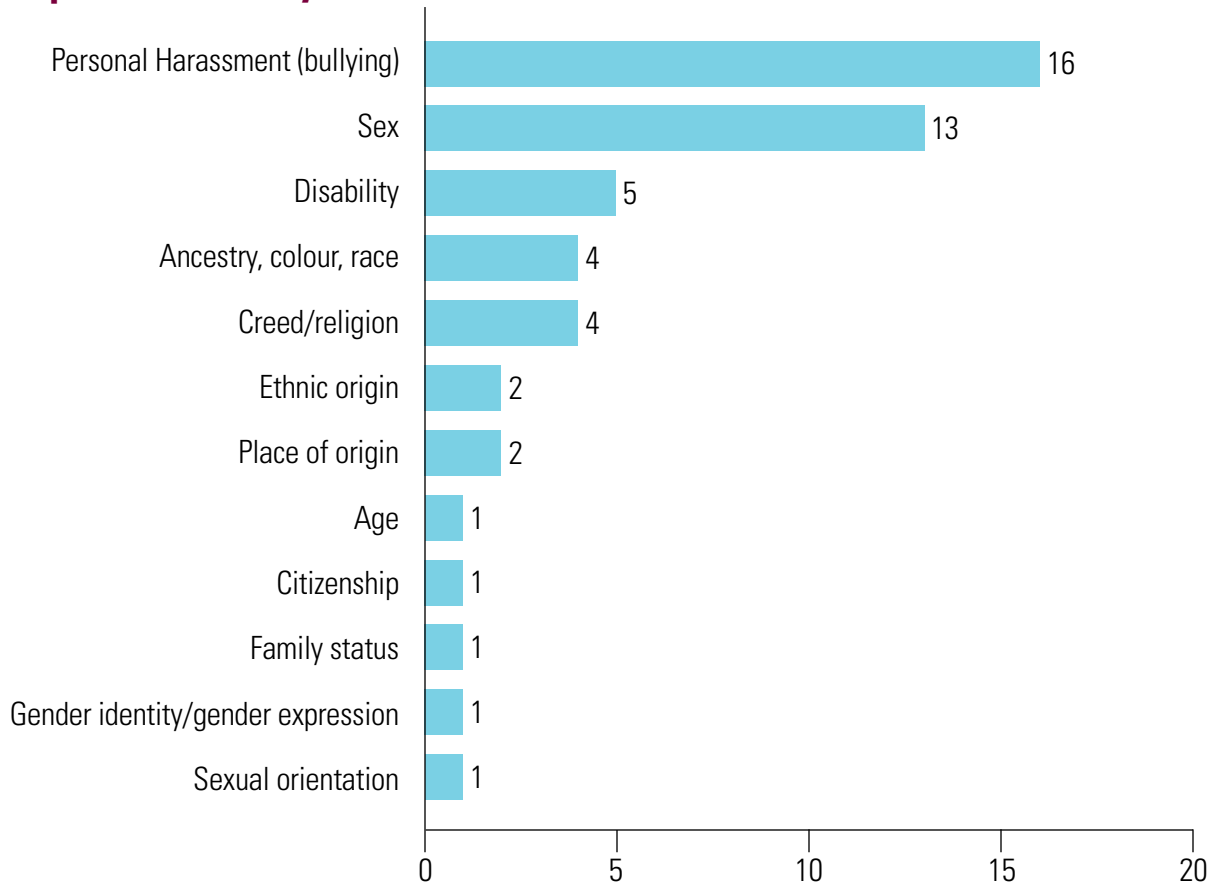
Of the 47 complaints that were closed during this academic year, 24 involved an investigation process followed by a determination as to whether or not a University Policy was violated. Half (12) of the complaints that were investigated resulted in a finding of violation, and half resulted in a finding of no violation. In cases where violations are found to occur, outcomes vary, depending on the circumstances of each case. Outcomes in 2017/18 included: retroactive academic accommodation; instituting no contact orders between individuals; designating individuals as PNG (persona non grata) from campus; remedial educational initiatives; mandated training; professional coaching; documented discussions; and termination of employment.

** Complaints may not be investigated for a variety of reasons, including: the complaint was withdrawn; the parties reached a resolution; the complaint proceeded under another University process, such as the Student Appeal Procedures or Student Code of Rights & Responsibilities; the Assessment Team and senior administrative decision-maker determined there was no jurisdiction or no prima facie case.

2. Complaints: Breakdown by Issue

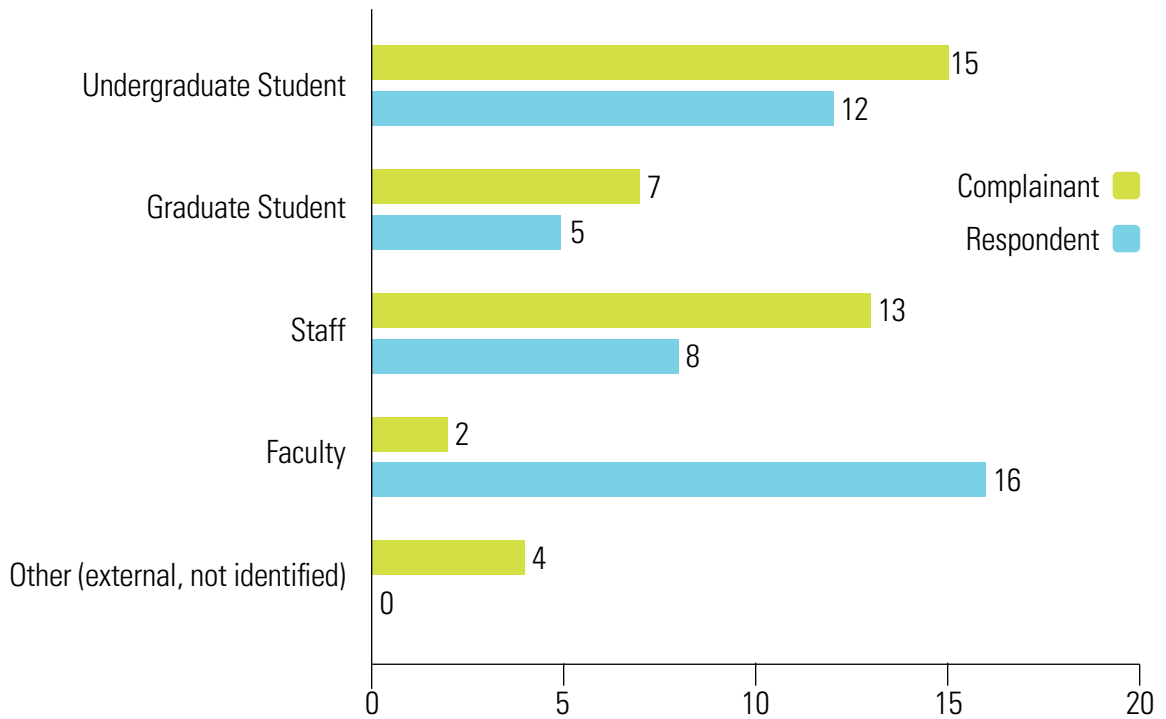


3. Complaints: Cases by Ground

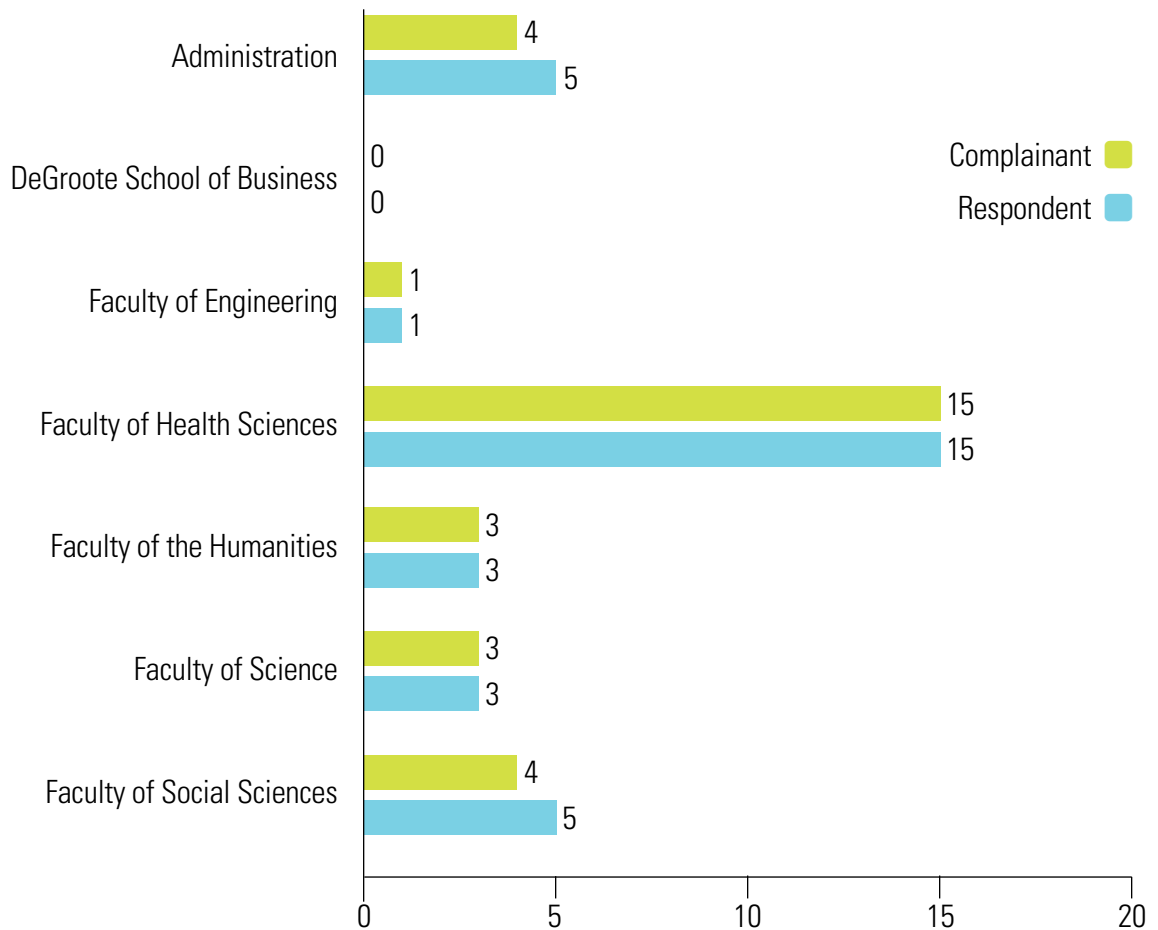


Note: Some consultations involve more than one ground.

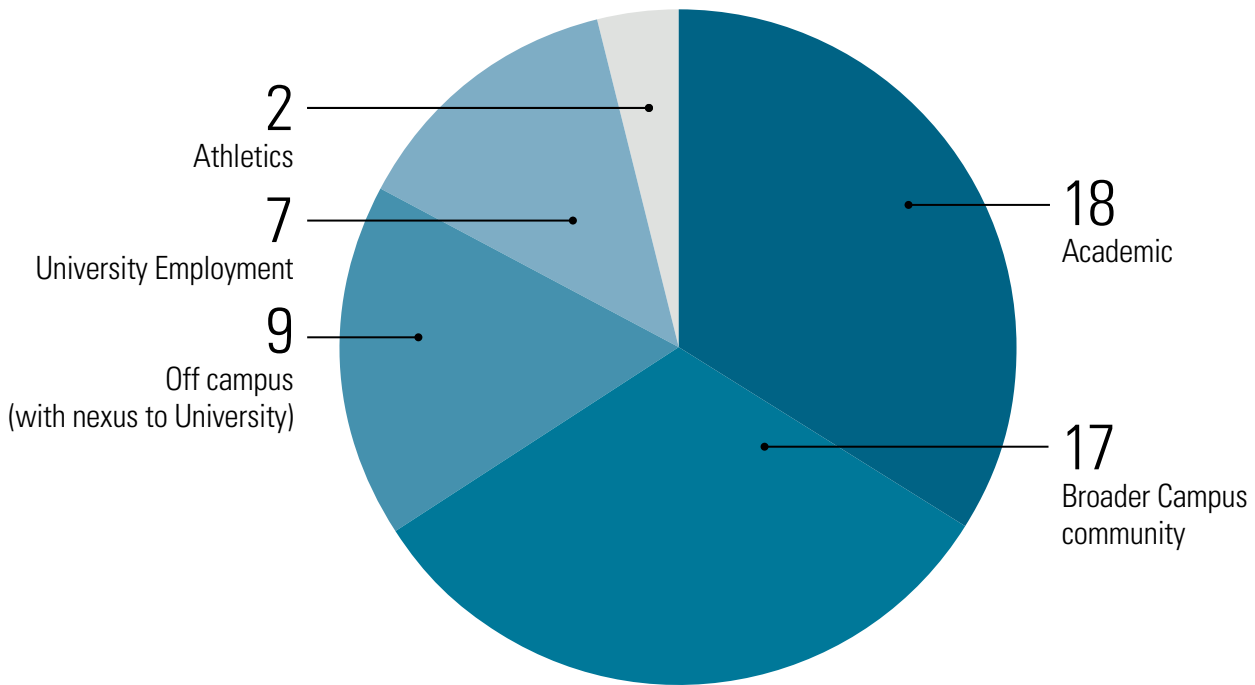
4. Complaints: Participant Type



5. Complaints: Participant Type by Faculty/Areas of the University



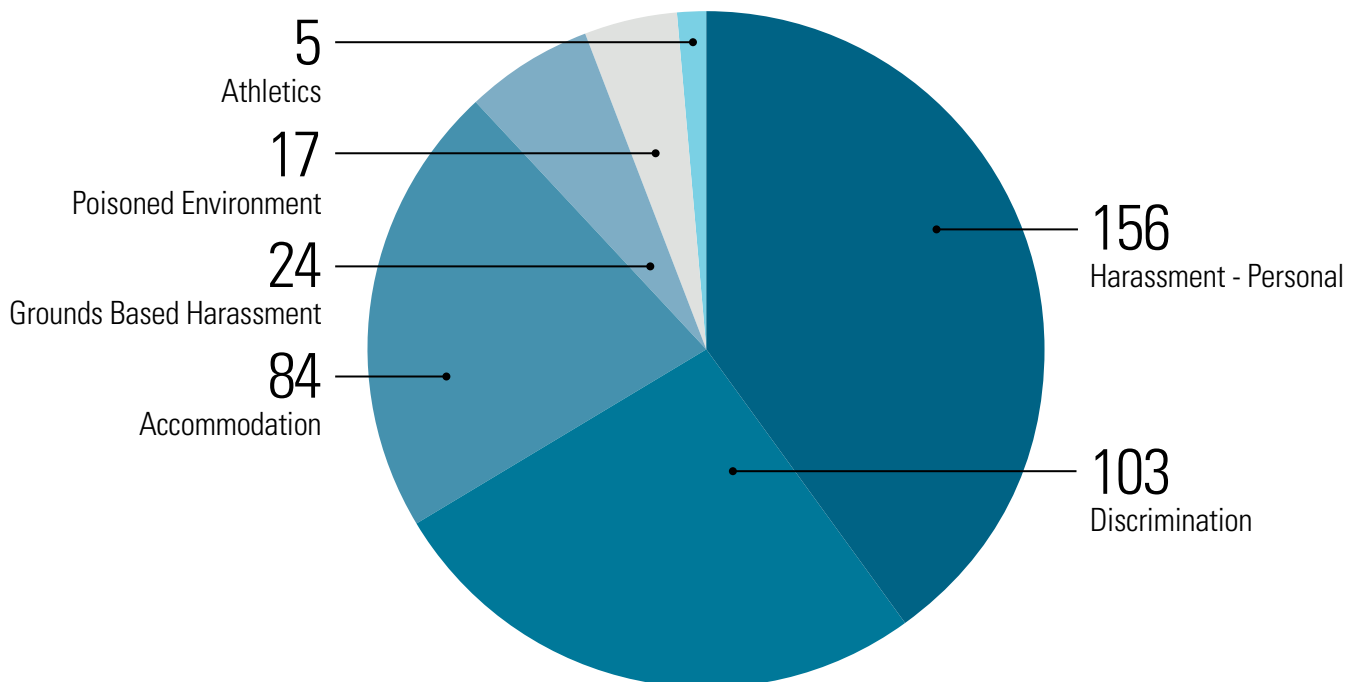
6. Complaints: Origin of the Concern



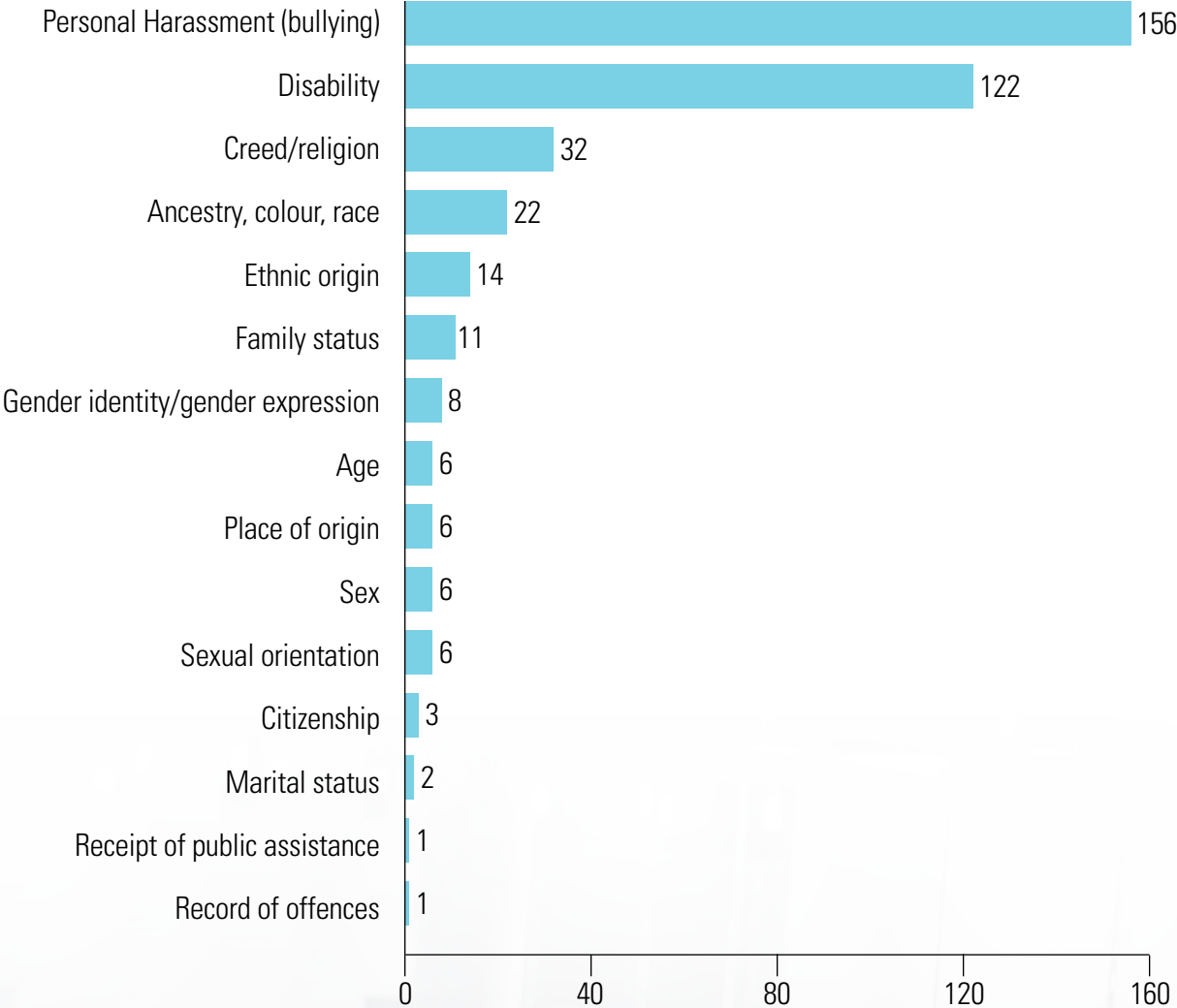
Consultations

Discrimination Policy

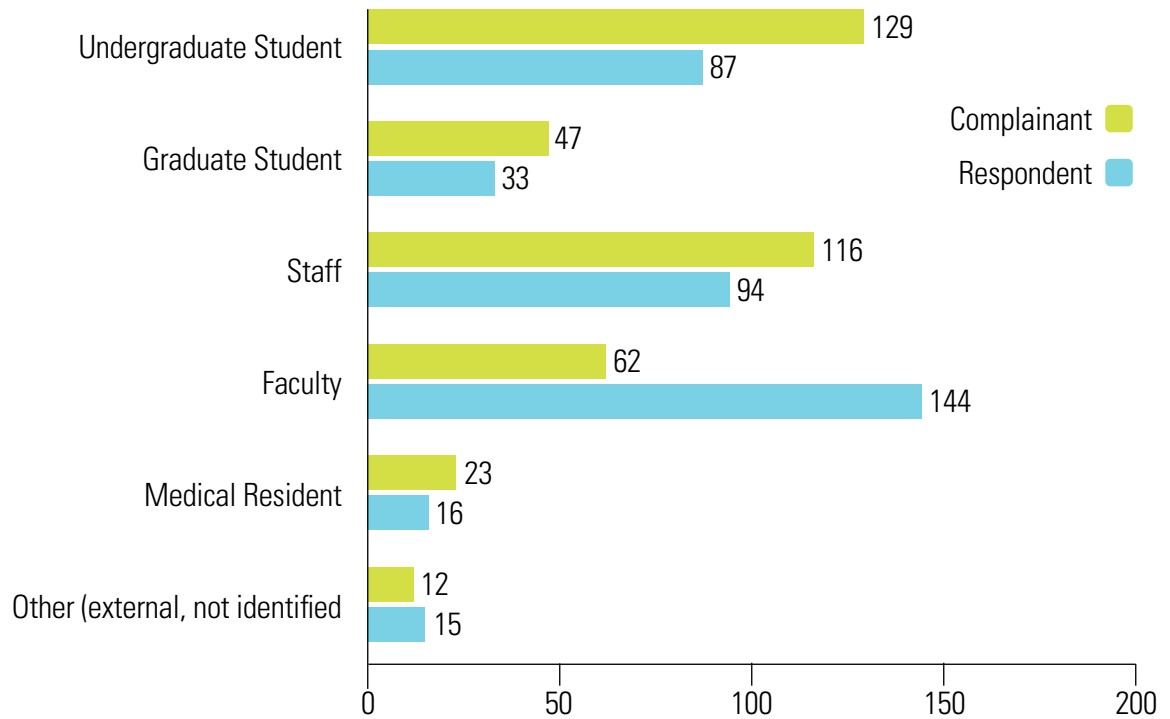
7. Discrimination Consultations: Breakdown by Issue



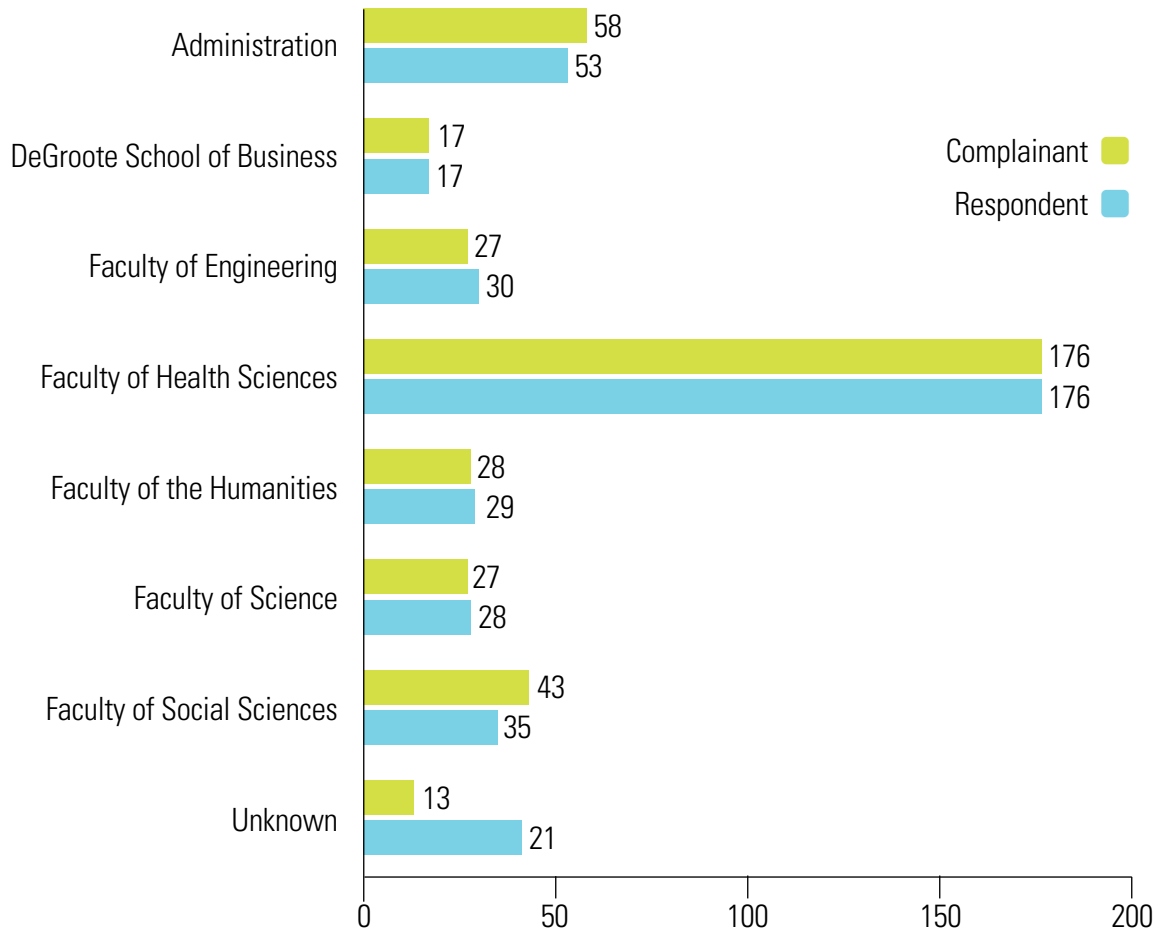
8. Discrimination Consultations: Cases by Ground



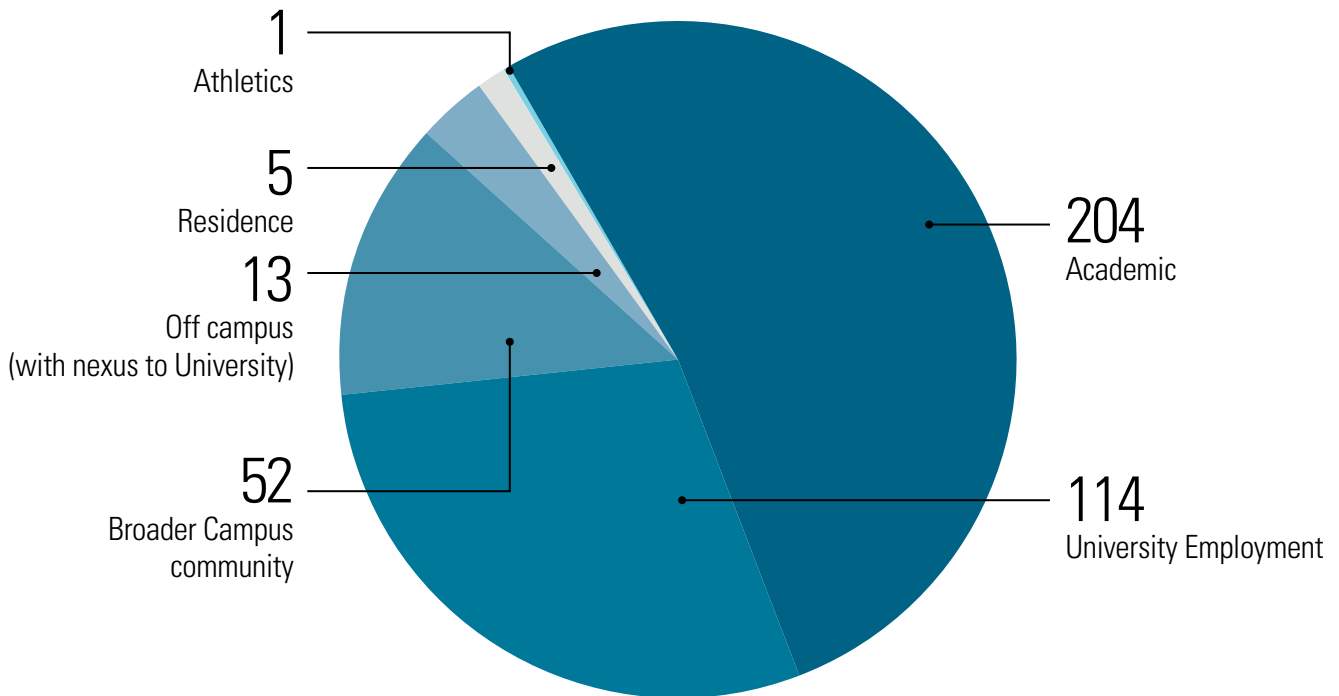
9. Discrimination Consultations: Participant Type



10. Discrimination Consultations: Participant Type by Faculty/Area of the University

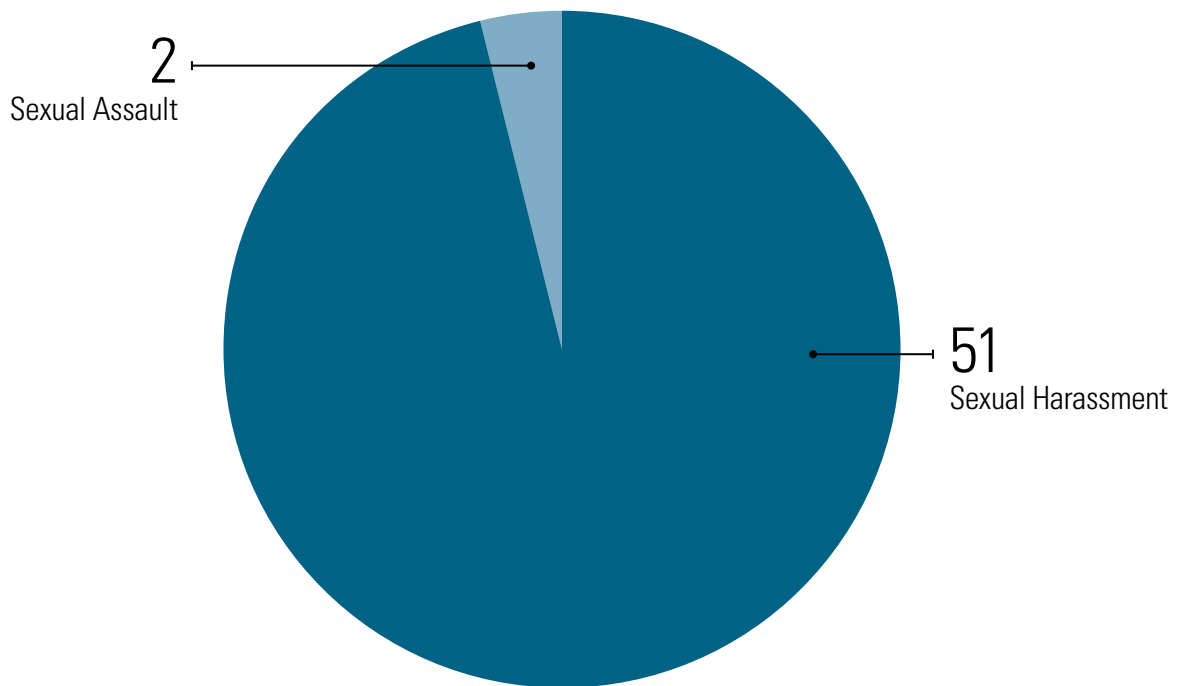


11. Discrimination Consultations: Origin of the Concern



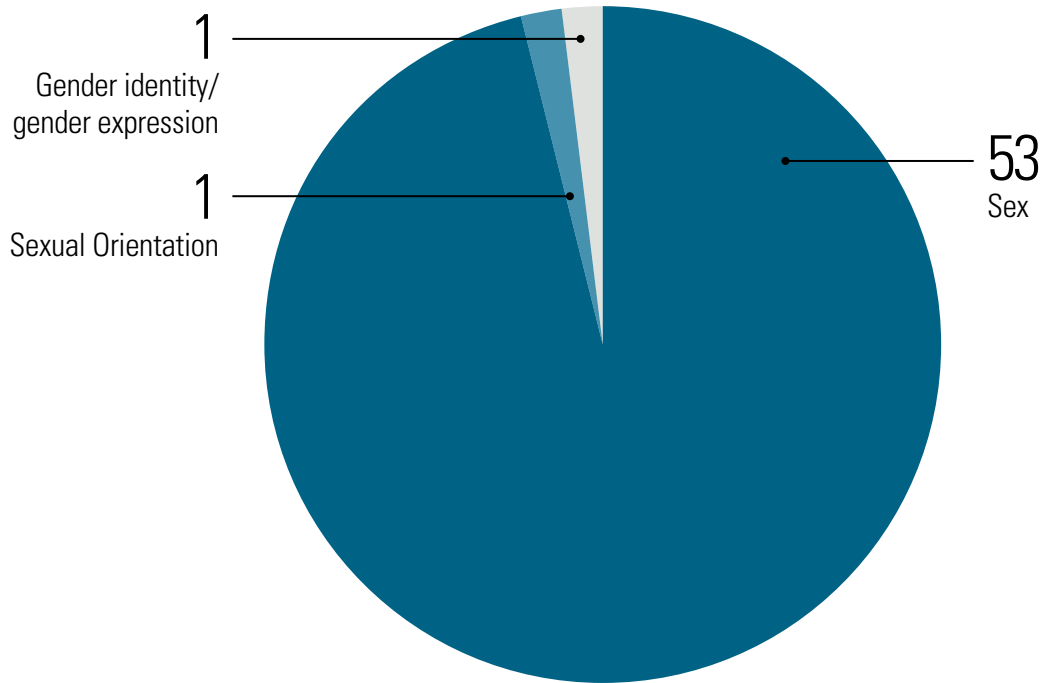
Sexual Violence Policy

12. Sexual Violence Consultations: Breakdown by Type of Sexual Violence*

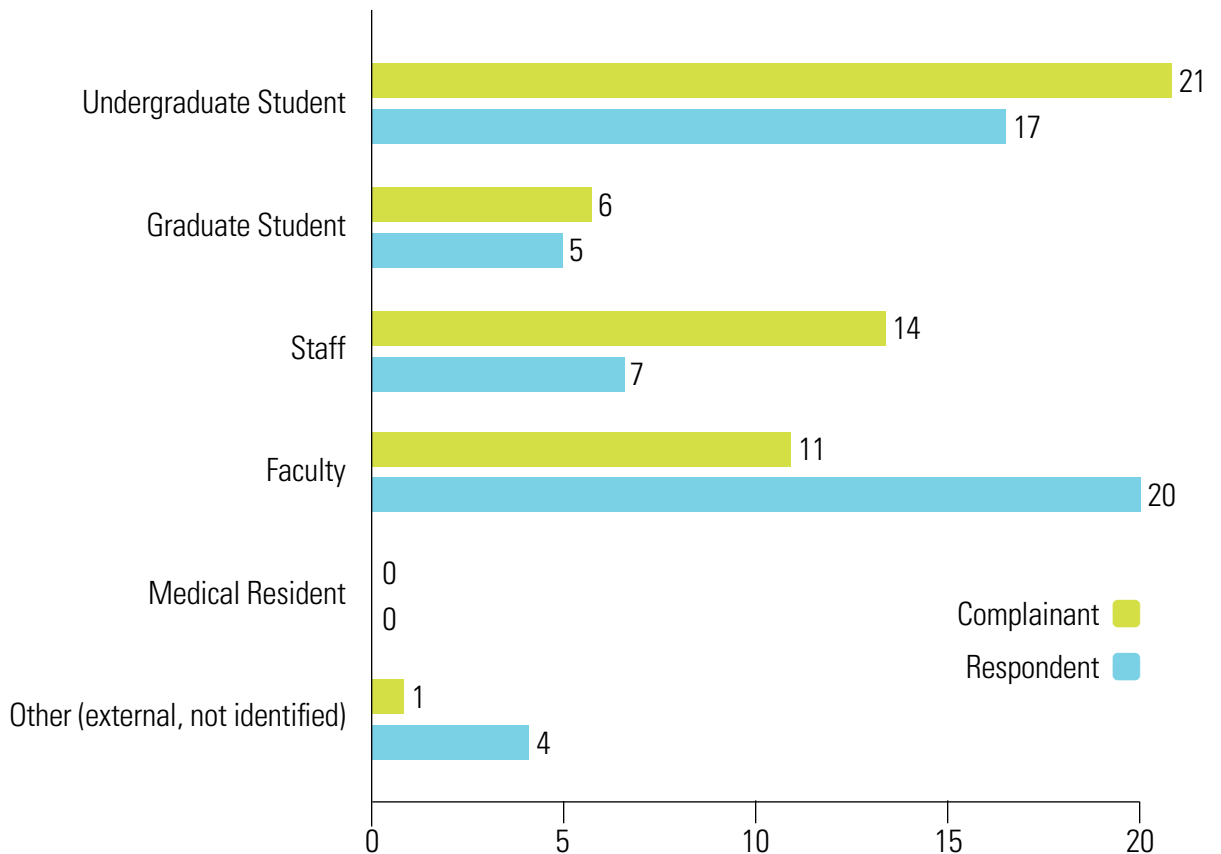


* Categories are stipulated by the Ministry of Advanced Education and Skills Development. The other categories are: stalking, indecent exposure, voyeurism, and sexual exploitation.

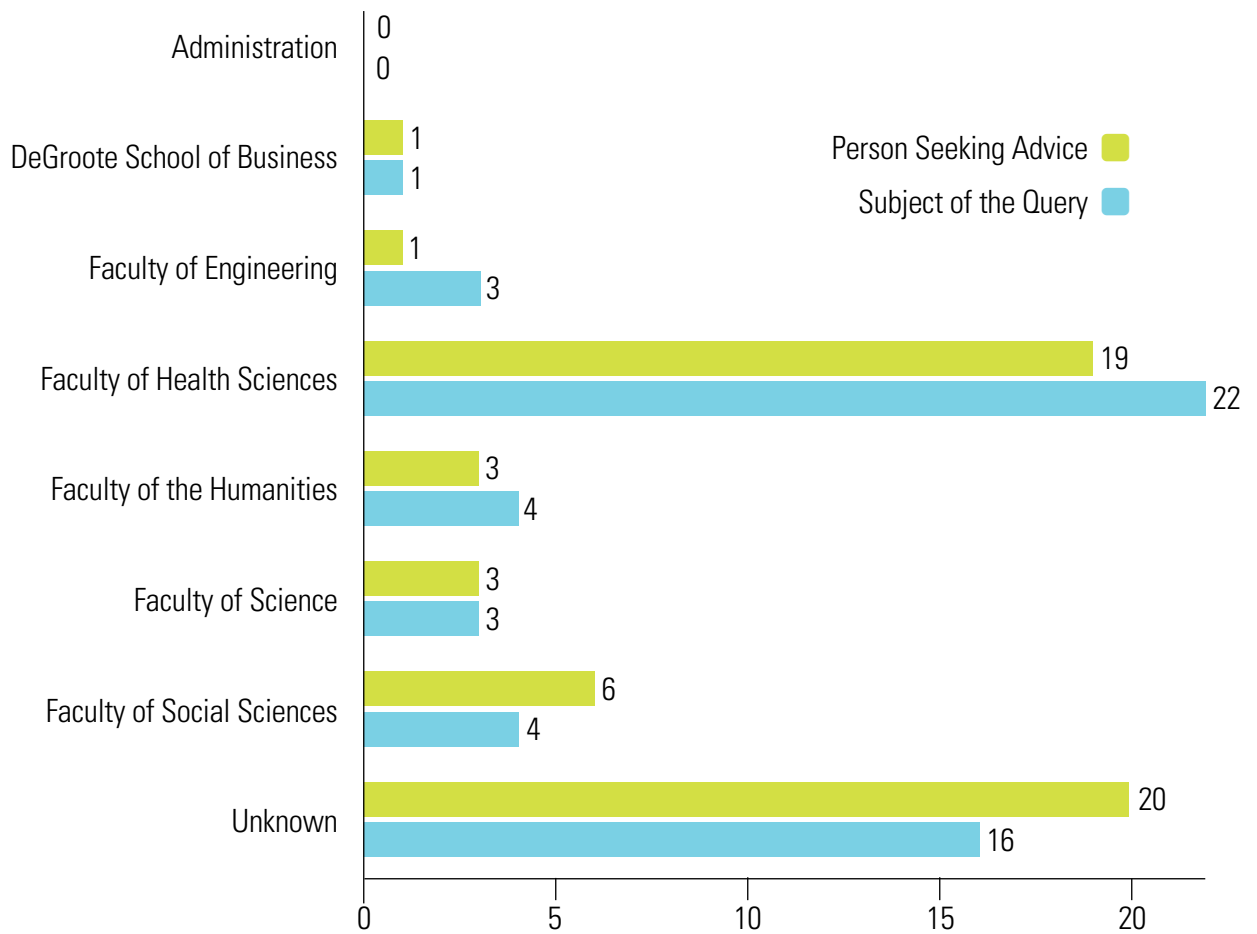
13. Sexual Violence Consultations: Cases by Ground



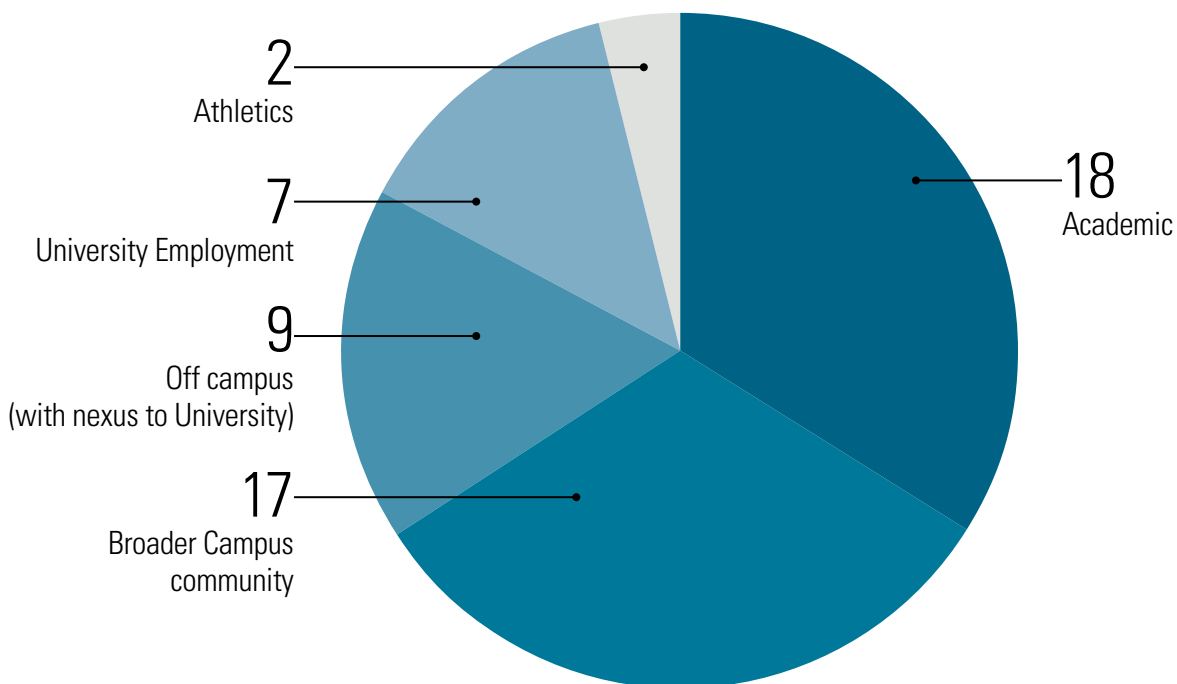
14. Sexual Violence Consultations: Participant Type



15. Sexual Violence Consultations: Participant Type by Faculty/Area of the University



16. Sexual Violence Consultations: Origin of the Concern





Equity and Inclusion Office

Human Rights | Complaint Resolution
Education | Accessibility
Sexual Violence Support

/EIO McMaster 
@EIO McMaster 
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Equity and
Inclusion Office



Total Graduate Headcount Enrolment by associated Faculty and Department, Fall 2018

ASSOCIATED FACULTY/DEPARTMENT		2018/2019														
		Full Time				Part Time				Headcount Total				CO-OP WorkTerm		
		DOCTORAL	MASTERS	DIP/CERT	TOTAL	DOCTORAL	MASTERS	DIP/CERT	TOTAL	DOCTORAL	MASTERS	DIP/CERT	TOTAL	MASTERS	TOTAL	
BUSINESS	BUSINESS	75		25	100	3		3	6	78		28	106			
	EMBA		30		30						30		30			
	FINANCE		143		143						143		143			
	MBA		348		348		147		147		495		495	95	95	
	TOTAL	75	521	25	621	3	147	3	153	78	668	28	774	95	95	
ENGINEERING	BIOMEDICAL ENGINEERING	35	29		64		1		1	35		30		65		
	CHEMICAL ENGINEERING	56	33		89	1			1	57		33		90		
	CIVIL ENGINEERING	60	26		86	3	6		9	63		32		95		
	COMPUTING AND SOFTWARE	45	66		111	6	7		13	51		73		124		
	ELECTRICAL AND COMPUTER ENGINEERING	80	74		154	1	6		7	81		80		161		
	ENGINEERING PHYSICS	35	27		62		10		10	35		37		72		
	ENGINEERING PRACTICE		198		198		21		21		219			219		
	FACULTY OF ENGINEERING			45	45								45		45	
	MATERIALS SCIENCE AND ENGINEERING	32	32		64		1		1	32		33		65		
	MECHANICAL ENGINEERING	73	57		130	4	1		5	77		58		135		
		TOTAL	416	542	45	1003	15	53		68	431	595	45	1071		
	HEALTH SCIENCES	BIOCHEMISTRY	75	47		122					75		47		122	
BIOMEDICAL DISCOVERY AND COMMERCIALIZATION			18		18						18			18		
CLINICAL BEHAVIOURAL SCIENCE								19	19				19	19		
CLINICAL BEHAVIOURAL STUDIES																
FACULTY OF HEALTH SCIENCES				9	9			5	5				14	14		
HEALTH RESEARCH METHODOLOGY		62	70	2	134	21	36	52	109	83	106	54	243			
HEALTH SCIENCE EDUCATION			27		27		46		46		73		73			
MEDICAL SCIENCES		68	104		172		1		1	68		105		173		
NURSING		13	63	2	78	7	22	1	30	20	85	3	108			
OCCUPATIONAL THERAPY			132		132						132			132		
PEDIATRICS			32		32		11		11		43		43			
PHYSIOTHERAPY			127		127						127			127		
PUBLIC HEALTH			49		49		10		10		59			59		
REHABILITATION SCIENCE		25	27		52	12	47		59	37	74			111		
SCHOOL OF REHAB SCIENCE			59		59						59			59		
EHEALTH			75		75		31		31		106			106		
GLOBAL HEALTH			84		84						84			84		
HEALTH MANAGEMENT			17		17		133		133		150			150		
HEALTH POLICY		31			31					31				31		
NEUROSCIENCE		25	26		51		1		1	25	27			52		
	TOTAL	299	957	13	1269	40	338	77	455	339	1295	90	1724			
HUMANITIES	CLASSICS	6	4		10					6	4		10			
	COMMUNICATION MANAGEMENT						51		51		51		51			
	COMMUNICATION STUDIES & MULTIMEDIA	9	13		22					9	13		22			
	ENGLISH	55	27		82		1		1	55	28		83			
	FRENCH	13	4		17					13	4		17			
	HISTORY	29	13		42	2			2	31	13		44			
	INTERDISCIPLINARY STUDIES		10		10						10		10			
	LINGUISTICS AND LANGUAGES	16	9		25					16	9		25			
	PHILOSOPHY	35	15		50		2		2	35	17		52			
	FACULTY OF HUMANITIES			4	4							4		4		
		TOTAL	163	95	4	262	2	54		56	165	149	4	318		
	SCIENCE	BIOLOGY	37	47		84		1		1	37	48		85		
		CHEMISTRY	48	19		67					48	19		67		
FACULTY OF SCIENCE				11	11							11		11		
GEOGRAPHY AND EARTH SCIENCES		40	36		76	5	2		7	45	38		83			
KINESIOLOGY		22	26		48	2	1		3	24	27		51			
MATH AND STATISTICS		30	48		78					30	48		78			
MEDICAL PHYSICS		9	9		18	1	5		6	10	14		24			
PHYSICS AND ASTRONOMY		39	27		66					39	27		66			
PSYCHOLOGY		71	36		107	1			1	72	36		108			
CHEMICAL BIOLOGY		14	15		29					14	15		29			
COMPUTATIONAL SCIENCE AND ENGINEERING		19	17		36	2			2	21	17		38			
		TOTAL	329	280	11	620	11	9		20	340	289	11	640		

ASSOCIATED FACULTY/DEPARTMENT		2018/2019													
		Full Time				Part Time				Headcount Total				CO-OP WorkTerm	
		DOCTORAL	MASTERS	DIP/CERT	TOTAL	DOCTORAL	MASTERS	DIP/CERT	TOTAL	DOCTORAL	MASTERS	DIP/CERT	TOTAL	MASTERS	TOTAL
SOCIAL SCIENCES	ANTHROPOLOGY	23	17		40	1			1	24	17		41		
	ECONOMICS	23	20		43		1		1	23	21		44		
	FACULTY OF SOCIAL SCIENCES			2	2							2	2		
	HEALTH, AGING & SOCIETY	16	8		24					16	8		24		
	LABOUR STUDIES	4	12		16		2		2	4	14		18		
	POLITICAL SCIENCE	31	22		53					31	22		53		
	RELIGIOUS STUDIES	28	10		38	1			1	29	10		39		
	SOCIAL WORK	20	13	2	35		11		11	20	24	2	46		
	SOCIOLOGY	27	15		42					27	15		42		
	GLOBALIZATION		16		16		1		1		17		17		
	TOTAL	172	133	4	309	2	15		17	174	148	4	326		
INTERDISCIPLINARY	INTERDISCIPLINARY(POST DEGR)														
	INTERDISCIPLINARY (RESEARCH)			4	4							4	4		
	TOTAL			4	4							4	4		
GRAND TOTAL		1454	2528	106	4088	73	616	80	769	1527	3144	186	4857	95	95

Note 1: Headcount is as of November 1st and as reported to MTCU.

Note 2: Headcount enrolment of McMaster interdisciplinary programs is counted under their designated associated Faculty.

Note 3: Interdisciplinary (No Faculty) contains students in Academic Plans - Interdisciplinary (Post Degr) and Interdisciplinary (Research) who take courses from any Faculty and have not been associated with a specific Faculty.

SOURCE: STUDENT RECORDS DATABASE (PeopleSoft Campus Solutions)

PREPARED BY THE OFFICE OF INSTITUTIONAL RESEARCH AND ANALYSIS

UPDATED DATE: 03DEC2018

Total Domestic Graduate Headcount Enrolment by associated Faculty and Department, Fall 2018

ASSOCIATED FACULTY/DEPARTMENT		2018/2019														
		Full Time				Part Time				Headcount Total				CO-OP Work Term		
		DOCTORAL	MASTERS	DIP/CERT	TOTAL	DOCTORAL	MASTERS	DIP/CERT	TOTAL	DOCTORAL	MASTERS	DIP/CERT	TOTAL	MASTERS	TOTAL	
BUSINESS	BUSINESS	42		1	43	3		3	6	45		4	49			
	EMBA		29		29						29		29			
	FINANCE		1		1						1		1			
	MBA		213		213		147		147		360		360	85	85	
	TOTAL	42	243	1	286	3	147	3	153	45	390	4	439	85	85	
ENGINEERING	BIOMEDICAL ENGINEERING	25	21		46		1		1	25	22		47			
	CHEMICAL ENGINEERING	19	19		38	1			1	20	19		39			
	CIVIL ENGINEERING	15	20		35	3	6		9	18	26		44			
	COMPUTING AND SOFTWARE	27	38		65	6	7		13	33	45		78			
	ELECTRICAL AND COMPUTER ENGINEERING	19	33		52	1	6		7	20	39		59			
	ENGINEERING PHYSICS	22	21		43		10		10	22	31		53			
	ENGINEERING PRACTICE		36		36		21		21		57		57			
	MATERIALS SCIENCE AND ENGINEERING	8	18		26		1		1	8	19		27			
	MECHANICAL ENGINEERING	13	24		37	4	1		5	17	25		42			
	FACULTY OF ENGINEERING			1	1							1	1			
	TOTAL	148	230	1	379	15	53		68	163	283	1	447			
	HEALTH SCIENCES	BIOCHEMISTRY	63	44		107					63	44		107		
		BIOMEDICAL DISCOVERY AND COMMERCIALIZATION		17		17						17		17		
CLINICAL BEHAVIOURAL SCIENCE								18	18			18	18			
CLINICAL BEHAVIOURAL STUDIES																
FACULTY OF HEALTH SCIENCES							5	5			5	5				
HEALTH RESEARCH METHODOLOGY		51	58	2	111	20	35	43	98	71	93	45	209			
HEALTH SCIENCE EDUCATION			25		25		44		44		69		69			
MEDICAL SCIENCES		62	96		158		1		1	62	97		159			
NURSING		13	63	2	78	7	22	1	30	20	85	3	108			
OCCUPATIONAL THERAPY			131		131						131		131			
PEDIATRICS			30		30		10		10		40		40			
PHYSIOTHERAPY			127		127						127		127			
PUBLIC HEALTH			47		47		9		9		56		56			
REHABILITATION SCIENCE		18	23		41	12	46		58	30	69		99			
SCHOOL OF REHAB SCIENCE			58		58						58		58			
EHEALTH			66		66		31		31		97		97			
GLOBAL HEALTH			80		80						80		80			
HEALTH MANAGEMENT			17		17		131		131		148		148			
HEALTH POLICY		22			22					22			22			
NEUROSCIENCE		24	26		50		1		1	24	27		51			
TOTAL	253	908	4	1165	39	330	67	436	292	1238	71	1601				
HUMANITIES	CLASSICS	6	3		9					6	3		9			
	COMMUNICATION MANAGEMENT						51	51		51		51				
	COMMUNICATION STUDIES & MULTIMEDIA	6	12		18					6	12		18			
	ENGLISH	48	26		74		1		1	48	27		75			
	FRENCH	8	3		11					8	3		11			
	HISTORY	26	11		37	2			2	28	11		39			
	INTERDISCIPLINARY STUDIES		8		8						8		8			
	LINGUISTICS AND LANGUAGES	13	7		20					13	7		20			
	PHILOSOPHY	33	15		48		2		2	33	17		50			
	TOTAL	140	85		225	2	54		56	142	139		281			
SCIENCE	BIOLOGY	22	42		64		1		1	22	43		65			
	CHEMISTRY	35	13		48					35	13		48			
	FACULTY OF SCIENCE			1	1							1	1			
	GEOGRAPHY AND EARTH SCIENCES	31	35		66	5	2		7	36	37		73			
	KINESIOLOGY	22	26		48	2	1		3	24	27		51			
	MATH AND STATISTICS	16	34		50					16	34		50			
	MEDICAL PHYSICS	8	8		16		5		5	8	13		21			
	PHYSICS AND ASTRONOMY	26	22		48					26	22		48			
	PSYCHOLOGY	66	31		97	1			1	67	31		98			
	CHEMICAL BIOLOGY	12	15		27					12	15		27			
	COMPUTATIONAL SCIENCE AND ENGINEERING	8	7		15	1			1	9	7		16			
	TOTAL	246	233	1	480	9	9		18	255	242	1	498			

ASSOCIATED FACULTY/DEPARTMENT		2018/2019													
		Full Time				Part Time				Headcount Total				CO-OP Work Term	
		DOCTORAL	MASTERS	DIP/CERT	TOTAL	DOCTORAL	MASTERS	DIP/CERT	TOTAL	DOCTORAL	MASTERS	DIP/CERT	TOTAL	MASTERS	TOTAL
SOCIAL SCIENCES	ANTHROPOLOGY	21	17		38	1			1	22	17		39		
	ECONOMICS	18	17		35		1		1	18	18		36		
	HEALTH, AGING & SOCIETY	14	8		22					14	8		22		
	LABOUR STUDIES	4	12		16		2		2	4	14		18		
	POLITICAL SCIENCE	27	21		48					27	21		48		
	RELIGIOUS STUDIES	18	10		28	1			1	19	10		29		
	SOCIAL WORK	20	13	1	34		11		11	20	24	1	45		
	SOCIOLOGY	26	15		41					26	15		41		
	GLOBALIZATION		15		15		1		1		16		16		
	TOTAL	148	128	1	277	2	15		17	150	143	1	294		
INTERDISCIPLINARY	INTERDISCIPLINARY (POST DEGR)														
TOTAL															
GRAND TOTAL		977	1827	8	2812	70	608	70	748	1047	2435	78	3560	85	85

Note 1: Headcount is as of November 1st and as reported to MTCU.

Note 2: Headcount enrolment of McMaster interdisciplinary programs is counted under their designated associated Faculty.

Note 3: Interdisciplinary (No Faculty) contains students in Academic Plans - Interdisciplinary (Post Degr) and Interdisciplinary (Research) who take courses from any Faculty and have not been associated with a specific Faculty.

SOURCE: STUDENT RECORDS DATABASE (PeopleSoft Campus Solutions)

PREPARED BY THE OFFICE OF INSTITUTIONAL RESEARCH AND ANALYSIS

UPDATED DATE: 03DEC2018



Total International Graduate Headcount Enrolment by associated Faculty and Department, Fall 2018

ASSOCIATED FACULTY/DEPARTMENT		2018/2019														
		Full Time				Part Time				Headcount Total				CO-OP Work Term		
		DOCTORAL	MASTERS	DIP/CERT	TOTAL	DOCTORAL	MASTERS	DIP/CERT	TOTAL	DOCTORAL	MASTERS	DIP/CERT	TOTAL	MASTERS	TOTAL	
BUSINESS	BUSINESS	33		24	57					33		24	57			
	EMBA		1		1						1		1			
	FINANCE		142		142						142		142			
	MBA		135		135						135		135	10	10	
	TOTAL	33	278	24	335					33	278	24	335	10	10	
ENGINEERING	CHEMICAL ENGINEERING	37	14		51					37	14		51			
	CIVIL ENGINEERING	45	6		51					45	6		51			
	COMPUTING AND SOFTWARE	18	28		46					18	28		46			
	ELECTRICAL AND COMPUTER ENGINEERING	61	41		102					61	41		102			
	ENGINEERING PHYSICS	13	6		19					13	6		19			
	ENGINEERING PRACTICE		162		162						162		162			
	FACULTY OF ENGINEERING			44	44							44	44			
	MATERIALS SCIENCE AND ENGINEERING	24	14		38					24	14		38			
	MECHANICAL ENGINEERING	60	33		93					60	33		93			
	BIOMEDICAL ENGINEERING	10	8		18					10	8		18			
	TOTAL	268	312	44	624					268	312	44	624			
	HEALTH SCIENCES	BIOCHEMISTRY	12	3		15					12	3		15		
		BIOMEDICAL DISCOVERY AND COMMERCIALIZATION		1		1						1		1		
FACULTY OF HEALTH SCIENCES				9	9							9	9			
HEALTH RESEARCH METHODOLOGY		11	12		23	1	1	9	11	12	13	9	34			
HEALTH SCIENCE EDUCATION			2		2		2		2		4		4			
MEDICAL SCIENCES		6	8		14					6	8		14			
PEDIATRICS			2		2		1		1		3		3			
PHYSIOTHERAPY																
PUBLIC HEALTH			2		2		1		1		3		3			
REHABILITATION SCIENCE		7	4		11		1		1	7	5		12			
EHEALTH			9		9						9		9			
GLOBAL HEALTH			4		4						4		4			
HEALTH MANAGEMENT							2		2		2		2			
HEALTH POLICY		9			9					9			9			
NEUROSCIENCE		1			1					1			1			
CLINICAL BEHAVIOURAL SCIENCE								1	1			1	1			
OCCUPATIONAL THERAPY			1		1						1		1			
SCHOOL OF REHAB SCIENCE		1		1						1		1				
TOTAL	46	49	9	104	1	8	10	19	47	57	19	123				
HUMANITIES	COMMUNICATION MANAGEMENT															
	COMMUNICATION STUDIES & MULTIMEDIA	3	1		4					3	1		4			
	ENGLISH	7	1		8					7	1		8			
	FRENCH	5	1		6					5	1		6			
	HISTORY	3	2		5					3	2		5			
	INTERDISCIPLINARY STUDIES		2		2						2		2			
	LINGUISTICS AND LANGUAGES	3	2		5					3	2		5			
	PHILOSOPHY	2			2					2			2			
	CLASSICS		1		1						1		1			
	FACULTY OF HUMANITIES			4	4							4	4			
	TOTAL	23	10	4	37					23	10	4	37			

ASSOCIATED FACULTY/DEPARTMENT		2018/2019													
		Full Time				Part Time				Headcount Total				CO-OP Work Term	
		DOCTORAL	MASTERS	DIP/CERT	TOTAL	DOCTORAL	MASTERS	DIP/CERT	TOTAL	DOCTORAL	MASTERS	DIP/CERT	TOTAL	MASTERS	TOTAL
SCIENCE	BIOLOGY	15	5		20					15	5		20		
	CHEMISTRY	13	6		19					13	6		19		
	FACULTY OF SCIENCE			10	10							10	10		
	GEOGRAPHY AND EARTH SCIENCES	9	1		10					9	1		10		
	MATH AND STATISTICS	14	14		28					14	14		28		
	MEDICAL PHYSICS	1	1		2	1			1	2	1		3		
	PHYSICS AND ASTRONOMY	13	5		18					13	5		18		
	PSYCHOLOGY	5	5		10					5	5		10		
	CHEMICAL BIOLOGY	2			2					2			2		
	COMPUTATIONAL SCIENCE AND ENGINEERING	11	10		21	1			1	12	10		22		
	TOTAL	83	47	10	140	2			2	85	47	10	142		
SOCIAL SCIENCES	ANTHROPOLOGY	2			2					2			2		
	ECONOMICS	5	3		8					5	3		8		
	FACULTY OF SOCIAL SCIENCES			2	2							2	2		
	HEALTH, AGING & SOCIETY	2			2					2			2		
	POLITICAL SCIENCE	4	1		5					4	1		5		
	RELIGIOUS STUDIES	10			10					10			10		
	SOCIAL WORK			1	1							1	1		
	SOCIOLOGY	1			1					1			1		
	GLOBALIZATION		1		1						1		1		
	TOTAL	24	5	3	32					24	5	3	32		
INTERDISCIPLINARY	INTERDISCIPLINARY (RESEARCH)			4	4							4	4		
TOTAL			4	4								4	4		
GRAND TOTAL		477	701	98	1276	3	8	10	21	480	709	108	1297	10	10

Note 1: Headcount is as of November 1st and as reported to MTCU.

Note 2: Headcount enrolment of McMaster interdisciplinary programs is counted under their designated associated faculty.

Note 3: Interdisciplinary (No Faculty) contains students in Academic Plans - Interdisciplinary (Post Degr) and Interdisciplinary (Research) who take courses from any Faculty and have not been associated with a specific Faculty.

SOURCE: STUDENT RECORDS DATABASE (PeopleSoft Campus Solutions)

PREPARED BY THE OFFICE OF INSTITUTIONAL RESEARCH AND ANALYSIS

UPDATED DATE: 03DEC2018

Full Time and Part Time Undergraduate Enrolment by Faculty and Level, as of November 1st.

FACULTY/LEVEL	2017/2018										2018/2019									
	Fall										Fall									
	Full Time							Part Time	Grand Total	Full Time							Part Time	Grand Total	Grand Total Δ in %	
	I	II	III	IV	V	OTHER	Total	Total		I	II	III	IV	V	OTHER	Total	Total			
BUSINESS	971	819	646	564		7	3007	55	3062	959	788	850	580		2	3179	87	3266	6.7%	
SCHOOL OF ENGINEERING AND APPLIED SCIENCES	969	1116	876	912	202		4075	68	4143	1182	1018	985	940	191		4316	67	4383	5.8%	
SCHOOL OF ENGINEERING PRACTICE & TECHNOLOGY	223	236	273	374			1106	222	1328	264	205	328	384			1181	224	1405	5.8%	
ENGINEERING OTHER	3	2	16				9	30	40	3	13	1			33	50	7	57	42.5%	
ENGINEERING TOTAL	1195	1354	1165	1286	202	9	5211	300	5511	1449	1236	1314	1324	191	33	5547	298	5845	6.1%	
BACHELORS PROGRAMS	237	273	261	204		1	976	6	982	243	257	335	222	5	2	1064	3	1067	8.7%	
SCHOOL OF MEDICINE	204	205	205				614	0	614	202	208	202				612	0	612	-0.3%	
MIDWIFERY	30	27	37	27			121	0	121	32	28	25	41			126	2	128	5.8%	
PHYSICIANS ASSISTANT	24	23					47	0	47	25	22					47	0	47	0.0%	
RESIDENTS							1088	1088	0	1088					1116	1116	0	1116	2.6%	
NURSING	123	127	205	216			671	12	683	136	111	196	201			644	9	653	-4.4%	
INTERDISCIPLINARY STUDIES HEALTH SCIENCES							0	0	0		29					29	0	29	N/A	
COLLABORATIVE NURSING	200	374	317	329			1220	104	1324	274	338	330	359			1301	70	1371	3.5%	
FHS CONTINUING							1	1	14	15					4	4	2	6	-60.0%	
HEALTH SCIENCES TOTAL	818	1029	1025	776		1090	4738	136	4874	912	993	1088	823	5	1122	4943	86	5029	3.2%	
HUMANITIES	548	587	535	463		10	2143	129	2272	544	600	529	429		31	2133	129	2262	-0.4%	
SCIENCE	1872	1835	1546	1471	17	44	6785	117	6902	1897	1855	1716	1478	14	93	7053	116	7169	3.9%	
SOCIAL SCIENCES	1176	1059	1012	680		22	3949	243	4192	1211	1175	959	657		36	4038	218	4256	1.5%	
ARTS & SCIENCE	62	75	67	68		3	275	3	278	70	59	71	71			271	4	275	-1.1%	
DIVINITY	27	18	2				63	128	191	11	19	2			17	49	139	188	-1.6%	
GRAND TOTAL	6669	6776	5998	5308	219	1201	26171	1111	27282	7053	6725	6529	5362	210	1334	27213	1077	28290	3.7%	

Note 1: Undergraduate Headcount enrolment includes Fall as reported to MTCU on each year.

Note 2: The Headcount total column excludes students in the co-op work term.

Note 3: Faculty of Engineering Other includes: Continuing Student- Engineering, Exchange Student (Incoming)- EN, LOP (Incoming) - EN, LOP / Visiting (Incoming) - EN, Transition Student- Engineering.

Note 4: Effective Summer 2015, McMaster's definition of a part time student changed from 12 units to 9 units per four month term.

Source: Student Records Database (PeopleSoft Campus Solutions).

PREPARED BY THE OFFICE OF INSTITUTIONAL RESEARCH AND ANALYSIS



Inspiring Innovation and Discovery

Enrolment Management Update Headcounts of Level 1 students

FACULTY\PROGRAM			Total Target	101			105			Grand Total	RETURNING			Grand Total - Target
				Full-Time	Part-Time	Total	Full-Time	Part-Time	Total		Full-Time	Part-Time	Total	
ARTS & SCIENCE PROGRAM	Arts & Science 1	ASCIENCE1	70	49		49	18		18	67	3		3	-3
	Total		70	49		49	18		18	67	3		3	-3
FACULTY OF BUSINESS	Business 1	BUSINESS1	785	668	2	670	92	2	94	764	139	12	151	-21
	Integrated Business&Humanities	HIBH	50	50		50	1		1	51	1		1	1
	Transition Student-Business	TRANSSB								0	8	3	11	0
	Total			835	718	2	720	93	2	95	815	148	15	163
FACULTY OF ENGINEERING	B Tech 1 - BioTechnology CO-OP	BTECH_BIO1	43	42		42	6		6	48	9		9	5
	BTech1-Auto&Veh Eng Tech CO-OP	BTECH_AVT1	80	88		88	11		11	99	17		17	19
	BTech1-Automatn Eng Tech CO-OP	BTECH_PA1	80	81		81	3		3	84	7		7	4
	Computer Science 1	COMPSCI1	45	3		3	2		2	5	3		3	9
	Computer Science 1 CO-OP	COMPSCICO1		41		41	8		8	49	2		2	
	Engineering 1	ENGINEER1	899	107		107	15	1	16	123	16	2	18	14
	Engineering 1 CO-OP	ENGINEERC1		692	1	693	96	1	97	790	56	3	59	
	Integr Biomed Eng&Hth Sc1CO-OP	IBEHSC1	150	102		102	11		11	113				-9
	Integrated Biomed Eng & HthSc1	IBEHS1		25		25	3		3	28				
	Transition Student-Engineering	TRANSEN								0	3	2	5	0
Total			1297	1181	1	1182	155	2	157	1339	113	7	120	42
FACULTY OF HEALTH SCIENCES	Bach. of Health Sciences Hon	BHSCH	240	216		216	25		25	241	2		2	1
	Total		240	216		216	25		25	241	2		2	1
FACULTY OF HUMANITIES	Humanities 1	HUM1	450	325	1	326	119	5	124	450	51	9	60	0
	Music 1	MUSIC1	25	11		11	3		3	14	7		7	-11
	Studio Art 1	STUDIOART1	26	23		23	4	1	5	28	1	1	2	2
	Total			501	359	1	360	126	6	132	492	59	10	69
FACULTY OF SCIENCE	Chemical & Physical Sci Gateway	PHYSALSCI1	105	79		79	12		12	91	21	3	24	-14
	Enviro & Earth Sci Gateway	ENVEARTH1	63	53		53	13	1	14	67	12		12	4
	Integrated Science	HINTEGSCI	60	63		63	5		5	68	1		1	8
	Kinesiology	HKINESIOL	205	232	1	233	11		11	244	7		7	39
	Life Sciences Gateway	LIFESCI1	1018	903		903	68	2	70	973	43	3	46	-45
	Math & Statistics Gateway	MATHSTAT1	202	189		189	37		37	226	37		37	24
	Medical Radiation Sciences	MEDRADSCI	110	98		98	10		10	108	3		3	-2
	Total			1763	1617	1	1618	156	3	159	1777	124	6	130
FACULTY OF SOCIALSCIENCES	Social Sciences 1	SOCSCI1	992	867	4	871	173	6	179	1050	171	16	187	58
	Total		992	867	4	871	173	6	179	1050	171	16	187	58
MIDWIFERY	Midwifery	MIDWIFERY	30	6		6	24		24	30	2		2	0
	Total		30	6		6	24		24	30	2		2	0
SCHOOL OF NURSING	Nursing - McMaster	NURS_MCM	120	107		107	8	1	9	116	21	2	23	-4
	Total		120	107		107	8	1	9	116	21	2	23	-4
Grand Total			5848	5120	9	5129	778	20	798	5927	643	56	699	79

Note 1:* 101 - students registered in previous academic year at Ontario Secondary School.

Note 2:* 105 - all other applicants including students that came indirectly from an Ontario Secondary School.

Note 3:* Returning - internal transfers, students repeating Level 1, students readmitted, and students with course deficiency.

Note 4: Headcounts as of November 1 and as reported to MTCU.

Note 5: Headcounts exclude Divinity, Mohawk & Conestoga Nursing.

Source: Student Records Database.

PREPARED BY THE OFFICE OF INSTITUTIONAL RESEARCH AND ANALYSIS

UPDATED ON: 28NOV2018

Enrolment Management Update Headcounts of Level 1 Domestic students

FACULTY\PROGRAM			Domestic Target	101			105			Grand Total	RETURNING			Grand Total - Target
				Full-Time	Part-Time	Total	Full-Time	Part-Time	Total		Full-Time	Part-Time	Total	
ARTS & SCIENCE PROGRAM	Arts & Science 1	ASCIENCE1	70	49		49	17		17	66	3		3	-4
	Total		70	49		49	17		17	66	3		3	-4
FACULTY OF BUSINESS	Business 1	BUSINESS1	585	562	2	564	42	1	43	607	50	8	58	22
	Integrated Business&Humanities	HIBH	50	50		50	1		1	51	1		1	1
	Transition Student-Business	TRANSSB								0	4	1	5	0
	Total		635	612	2	614	43	1	44	658	55	9	64	23
FACULTY OF ENGINEERING	B Tech 1 - BioTechnology CO-OP	BTECH_BIO1	34	38		38	3		3	41	7		7	7
	BTech1-Auto&Veh Eng Tech CO-OP	BTECH_AVT1	65	75		75	6		6	81	8		8	16
	BTech1-Automatrn Eng Tech CO-OP	BTECH_PA1	72	69		69	2		2	71	3		3	-1
	Computer Science 1	COMPSCI1	25	1		1	2		2	3	2		2	4
	Computer Science 1 CO-OP	COMPSCICO1		25		25	1		1	26	1		1	
	Engineering 1	ENGINEER1	690	97		97	8		8	105	10	2	12	73
	Engineering 1 CO-OP	ENGINEERC1		610		610	47	1	48	658	41	1	42	
	Integr Biomed Eng&Hth Sc1CO-OP	IBEHSC1		140		101	11		11	112				
	Integrated Biomed Eng & HthSc1	IBEHS1		21		21	3		3	24				
	Transition Student-Engineering	TRANSEN								0	2	2	4	0
Total		1026	1037		1037	83	1	84	1121	74	5	79	95	
FACULTY OF HEALTH SCIENCES	Bach. of Health Sciences Hon	BHSCH	238	215		215	25		25	240	2		2	2
	Total		238	215		215	25		25	240	2		2	2
FACULTY OF HUMANITIES	Humanities 1	HUM1	410	304	1	305	114	5	119	424	39	7	46	14
	Music 1	MUSIC1	25	11		11	3		3	14	6		6	-11
	Studio Art 1	STUDIOART1	25	20		20	4	1	5	25		1	1	0
	Total		460	335	1	336	121	6	127	463	45	8	53	3
FACULTY OF SCIENCE	Chemical &Physical Sci Gateway	PHYSALSCI1	70	63		63	7		7	70	5	1	6	0
	Enviro & Earth Sci Gateway	ENVEARTH1	48	48		48	10	1	11	59	8		8	11
	Integrated Science	HINTEGSCI	58	63		63	5		5	68	1		1	10
	Kinesiology	HKINESIOL	200	230		230	11		11	241	7		7	41
	Life Sciences Gateway	LIFESCI1	953	868		868	56		56	924	35	3	38	-29
	Math & Statistics Gateway	MATHSTAT1	125	100		100	15		15	115	7		7	-10
	Medical Radiation Sciences	MEDRADSCI	108	96		96	10		10	106	3		3	-2
	Total		1562	1468		1468	114	1	115	1583	66	4	70	21
FACULTY OF SOCIAL SCIENCES	Social Sciences 1	SOCSCI1	870	814	3	817	140	5	145	962	102	15	117	92
	Total		870	814	3	817	140	5	145	962	102	15	117	92
MIDWIFERY	Midwifery	MIDWIFERY	30	6		6	24		24	30	2		2	0
	Total		30	6		6	24		24	30	2		2	0
SCHOOL OF NURSING	Nursing - McMaster	NURS_MCM	120	106		106	8	1	9	115	21	2	23	-5
	Total		120	106		106	8	1	9	115	21	2	23	-5
Grand Total			5011	4642	6	4648	575	15	590	5238	370	43	413	227

Note 1:* 101 - students registered in previous academic year at Ontario Secondary School.

Note 2:* 105 - all other applicants including students that came indirectly from an Ontario Secondary School.

Note 3:* Returning - internal transfers, students repeating Level 1, students readmitted, and students with course deficiency.

Note 4: Headcounts as of November 1 and as reported to MTCU.

Note 5: Headcounts exclude Divinity, Mohawk & Conestoga Nursing.

Source: Student Records Database.

PREPARED BY THE OFFICE OF INSTITUTIONAL RESEARCH AND ANALYSIS

UPDATED ON: 28NOV2018



Inspiring Innovation and Discovery

**Enrolment Management Update
Headcounts of Level 1 VISA students**

FACULTY\PROGRAM			VISA Target	101			105			Grand Total	RETURNING			Grand Total - Target
				Full-Time	Part-Time	Total	Full-Time	Part-Time	Total		Full-Time	Part-Time	Total	
ARTS & SCIENCE PROGRAM	Arts & Science 1	ASCIENCE1	0			0	1		1	1				1
	Total		0			0	1		1	1				1
FACULTY OF BUSINESS	Business 1	BUSINESS1	200	106		106	50	1	51	157	89	4	93	-43
	Transition Student-Business	TRANSBB	0						0	0	4	2	6	0
	Total		200	106		106	50	1	51	157	93	6	99	-43
FACULTY OF ENGINEERING	B Tech 1 - BioTechnology CO-OP	BTECH_BIO1	9	4		4	3		3	7	2		2	-2
	BTech1-Auto&Veh Eng Tech CO-OP	BTECH_AVT1	15	13		13	5		5	18	9		9	3
	BTech1-Automath Eng Tech CO-OP	BTECH_PA1	8	12		12	1		1	13	4		4	5
	Computer Science 1	COMPSCI1	20	2		2			0	0	1		1	3
	Computer Science 1 CO-OP	COMPSCICO1		16		16	7		7	23	1		1	
	Engineering 1	ENGINEER1	209	10		10	7	1	8	18	6		6	-59
	Engineering 1 CO-OP	ENGINEERC1		82	1	83	49		49	132	15	2	17	
	Integr Biomed Eng&Hth Sc1CO-OP	IBEHSC1		1		1			0	0				
	Integrated Biomed Eng & HthSc1	IBEHS1	10	4		4			0	0				-10
	Transition Student-Engineering	TRANSEN							0	0	1		1	0
Total		271	144	1	145	72	1	73	218	39	2	41	-53	
FACULTY OF HEALTH SCIENCES	Bach. of Health Sciences Hon	BHSCH	2	1		1			0	0				-2
	Total		2	1		1			0	0				-2
FACULTY OF HUMANITIES	Humanities 1	HUM1	40	21		21	5		5	26	12	2	14	-14
	Music 1	MUSIC1	0						0	0	1		1	0
	Studio Art 1	STUDIOART1	1	3		3			0	0	1		1	-1
	Total		41	24		24	5		5	29	14	2	16	-12
FACULTY OF SCIENCE	Chemical &Physical Sci Gateway	PHYSALSCI1	35	16		16	5		5	21	16	2	18	-14
	Enviro & Earth Sci Gateway	ENVEARTH1	15	5		5	3		3	8	4		4	-7
	Integrated Science	HINTEGSCI	2			0			0	0			0	-2
	Kinesiology	HKINESIOL	5	2	1	3			0	0				-5
	Life Sciences Gateway	LIFESCI1	65	35		35	12	2	14	49	8		8	-16
	Math & Statistics Gateway	MATHSTAT1	77	89		89	22		22	111	30		30	34
	Medical Radiation Sciences	MEDRADSCI	2	2		2			0	0				-2
	Total		201	149	1	150	42	2	44	194	58	2	60	-7
FACULTY OF SOCIAL SCIENCES	Social Sciences 1	SOCSCI1	122	53	1	54	33	1	34	88	69	1	70	-34
	Total		122	53	1	54	33	1	34	88	69	1	70	-34
SCHOOL OF NURSING	Nursing - McMaster	NURS_MCM	0	1		1			0	0				0
	Total		0	1		1			0	0				0
Grand Total			837	478	3	481	203	5	208	689	273	13	286	-148

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