



BOARD OF GOVERNORS – OPEN SESSION

Approved Minutes

Thursday, May 16, 2013

1:30 p.m. in PB200, Penny Building

- Present:** G. Jong (Chair), A. Amelinckx (by phone), J. Berezan, J. Copeland, R. Corbiere, P. Forrest, M. Gray, C. Hollingsworth, E. Karbasheski, K. Lewis, M. Mahon, D. McArthur, S. McClellan (by phone), F. Naeem, K. Nugent (by phone), R. Scrimshaw, M. Smith, S. Talbot, K. Willms
- Regrets:** B. Kunz, T. Waters
- Other:** J. Black (recording secretary), B. Boudreau, L. Corbiere, A. Hakin, C. Horbachewski, N. Walker, D. Weeks, R. Westlund, S. Sproule, The Lethbridge Herald

Three new student members who were just appointed yesterday were introduced: Fahid Naeem, Shuna Talbot, and Chris Hollingsworth. Roundtable introductions were then made.

A. Hakin informed the Board that student thank you cards were on display at the back. They are the from the Board of Governors Scholarship recipients.

1. CONSENT AGENDA

APPROVAL

- 1.1. Approval of the May 16, 2013 Open Agenda
- 1.2. Approval of the March 14, 2013 Open Minutes

MOTION: opn.2013.05.01

Copeland/Corbiere

That the Board of Governors approve the May 16, 2013 Consent Agenda with removal of item 6.1 and moving 5.2 Student Fees to 5.1 so it is prior to approving the Budget.

Motion: Carried

2. BOARD CHAIR REMARKS

G. Jong indicated:

- Board of Governors Orientation will be on June 7th from 11 – 1 and all members are welcome to attend.
- He had lunch with the College President to discuss common concerns about the budget and the effects on each institution.
- He was under the weather, but his wife attended the Students' Union Recognition Dinner and said it was a great event.

- He attended the Management Scholarship dinner honouring Cor Van Ray who is a great supporter of the University of Lethbridge and it was amazing as that evening he matched whatever was raised.
- He met with the Deputy Premier and Minister of Enterprise and Advanced Education, T. Lukaszuk, M. Mahon, the Vice-president's, Cheryl Dick Economic Development Lethbridge, City of Lethbridge Mayor, and Volunteer Lethbridge.
- He attended the Lethbridge College Presidential Installation and dinner.
- He provided greetings and congratulations on behalf of the Board of Governors for employees at the Long Service Awards recently held at the University of Lethbridge.
- On May 2-4 he, along with J. Black, attended the Canadian University Board Association (CUBA) Conference in Calgary. It was somewhat depressing due to the governmental and economic challenges highlighted by certain speakers, but there was some good discussion with others across Alberta and the country.

3. PRESIDENT'S REPORT

M. Mahon reported on the following:

- University Budget – He thanked everyone for their hard work in bringing the budget here today. There has also been work been done to continue to communicate about the budget challenges. He met with the Chamber of Commerce, Economic Development Lethbridge, the Mayor and City Council for a joint presentation with Lethbridge College. It was reported to them the economic impact in Lethbridge is \$801 million. A full report will be provided to the Board of Governors once it is released. Provincially the impact is it over \$1 billion. This used the same methodology that the UofA recently used. This really emphasises the importance of the university to the economic realities of the city and province. The communication on this will continue.
- Canada Wide Science Fair – There are 400 students on campus this week and tomorrow is still a public day to go through their projects. These are the brightest minds in Canada and their work is very impressive.
- UofL Bow Valley College Calgary Campus – Had the official opening by the Premier and Minister Lukaszuk. There was a great turnout, and thanks were given to P. Forrest for being present as well.
- CASA, the new community arts centre in Lethbridge had their official opening. This now houses our music conservatory and is a very impressive building.
- Visitors - Chad Gaffield the President of SSHRC, and the Japanese Consul from Calgary was here recently.
- AUCC – In April he chaired a panel on community university collaboration and is also now chairing a joint committee consisting of four college and university presidents looking at a Canada wide analysis and strategy around collaboration.
- Had a retreat with Lethbridge College and Medicine Hat College regarding back of the house sharing, things like benefits, joint purchasing and is an initial exploration. There was also an initial meeting that N. Walker and A. Hakin had with Lethbridge College and this will be followed up with a retreat to look at more holistic collaboration.
- Hosted Paul Martin, and Tom Jackson and a group with the Rotary Conference. Thanks were given to N. Walker for putting this together. They were hosted in the

Penny Building. Much was learned of P. Martin's First Nations' initiative around K-12 education.

- Hosted first ever alumni event in Standoff at the Kainai High School with 60-65 people. It was a terrific event and many alumni and community spoke of their thoughts and perspectives on the UofL. We will repeat this event for certain, and thanks were given to K. Lewis, Alumni Association president and Board Member for being there.
- Canada-Mexico Round Table on Aboriginal Higher Education – In June the University of Lethbridge is hosting 10 indigenous universities in Mexico and fifteen universities in Canada with strong FNMI programs. M. Mahon met with Cal Dallas, Minister of International and Intergovernmental Relations and Robin Campbell, Minister of Aboriginal Relations in Edmonton about this conference.
- Spoke at LACL annual dinner about our approach to inclusion at the university.
- Physical Activity Challenge – He encouraged everyone to sign up.
- Convocation is the end of May and it is great opportunity to see the harvest and he encouraged those to attend as it is a great opportunity to see why we exist.

4. **CHANCELLOR'S REPORT**

S. McClellan wanted to emphasize again that Convocation is next week and there are four ceremonies honouring our graduands and honorary degree recipients. The Chancellor's Dinner is Thursday night. She congratulated N. Walker and the other Volunteer Award Recipients and their work on the Summer Games

She congratulated everyone on the Science fair and following it through the communication updates and she commented on how nice it is to see how many females are participating.

She will be attending a UofA convocation ceremony on behalf of the UofL.

She was invited to have lunch with the Premier to discuss post-secondary and what is going on. She spoke highly of our president and board chair and invited the premier to speak with them. M. Mahon is kept informed on all these discussions.

5. **ITEMS FOR APPROVAL**

5.1.2013-14 Student Fees

MOTION: opn.2013.05.02

Berezan/McArthur

That the Board of Governors approve the proposed addendum to the fees and rates for 2013-14, with the fees and rates for 2014-15 to 2016-17 approved in principle.

Motion: Carried
(3 opposed: C. Hollingsworth, F. Naeem, S. Talbot)

J. Berezan indicated this was a difficult decision to make as we are one of the last institutions to have increases. In June the Director, Internal Audit will be presenting the report on our actual costs to educate international students at the University of Lethbridge.

Students noted their disagreement to these increases and significant discussion occurred around this matter. They indicated that our institution is in violation of the letter of best practices from former Minister of Advanced Education and Technology, G. Weadick indicating that increases need general agreement and need to have specifically identifiable services. The students feel this is a way for the institution to supplement their budget as they do not see clearly identified services as some fees are separate such as the access copyright fee. The biggest fear for students is that it will increase again next year. Discussion occurred around the fact if services were more clearly identified would the student be willing to take on more of an increase? Discussion also occurred around the consequences and concerns the student had over the increases in the international student fees. It was indicated that the current students are grandfathered in.

It was noted that best practices are followed to the best of our ability through consultation with our students; however, some of the realities do not allow us to fully address all the best practices for example like reaching consensus in all budget decisions. It was also indicated that since this has been such a drastic cut these services are at risk so the institution wants to be able to maintain services that we feel are important. This is a difficult balancing act and the UofL has maintained a commitment to not increase fees unless necessary and we do feel it is necessary right now. The institution has as of right now lost up to 34 positions and that too is very difficult and was not taken lightly. It was also indicated that the fee increase was not the first thing we did. Everything was on table and these were analyzed by looking at our values, being people, quality and access, and it was also ensured that not one group was effected more than another. Discussion occurred around how our fees compare around the province and what other institutions are doing. We are still lower or in line with the other institutions. The institution needs to ensure we are viable and quality does not suffer so none of these decisions are easy or were taken lightly.

5.2. 2013-14 Budget

MOTION: opn.2013.05.03

Berezan/McArthur

That the Board of Governors approve 2013-2014 deficit budget, contingent on the 2013-14 deficit being approved by the Minister of Enterprise & Advanced Education, and approve in principle the 2014-16 budgets.

Motion: Carried

N. Walker introduced D. Spoulos the Associate Vice-President Finance to present the report that was is in the agenda package on our general operating budget. We are required to provide a balanced budget, but we are submitting a deficit and have to first receive approval for this deficit. We also just received the grant letter and we are shy \$40,000 on this as well.

The process as well as what the normal timelines usually are were explained. The budget assumptions were presented and as stated before there is a \$11.8 million reduction required to balance the budget for this year, and over three years it will be a \$19 million reduction assuming a neutral budget of “0” % increase. Charts were presented as follows: breakdown of our sources of revenue; sources of income as compared to all universities; percentage and cumulative change in our operating grant; cumulative change in operating grant vs. salaries and vs. enrolment; comparisons of the fees between UofL, UofC and UofA; tuition fees per course comparison across Alberta and Western Provinces; breakdown of our expenditures; compensation as a percentage of total operating expenditures across provinces for academic, other instructional, other salaries and benefits; median salaries across Alberta for full associate and assistant professors; operating expenditures by function comparison for instructional, library, computing, administration, student services and physical plant across Alberta and Western provinces; and average operating costs per square footage across the province were displayed.

The known budget reductions were identified and explained. The budget reductions will come from the academic staff voluntary retirement plan, Ancillary Services additional contribution, Cost of Living Adjustment (COLA) as we budgeted more than it was identified as, student administration fee increase approved in the fall by the Board, and the already identified \$2.6 million reduction that was requested assuming a 2% operating increase to our operating grant. Other items identified were reductions in the lifecycle equipment annual allocation, and research enhancement as well as increases in the international student differential fee and the student administration fee increase. The shortfall after our known budget reductions is still \$3.2 million, and there were some things we cannot yet confirm due to ongoing negotiations with employee groups. Explanation was given on the eight groups assembled to look at efficiencies across campus and they are reporting findings by end of July so there could be some cost savings identified in there as well. Some of the areas considered for reductions but rejected were also identified: students’ quality initiative program, scholarships, 1st year Faculty Awards, Community of Research Excellence Development Opportunities (CREDO), Canada Foundation for Innovation (CFI), Research Enhancement Awards Fund, Edmonton Campus and Sport and Recreation Services reductions. Other budget reduction suggestions are reducing the number of computer labs, student awards to be funded from external funds, employee voluntary reduced work load, Library Acquisition Budget and academic programs. It was emphasized that all budget suggestions are being reviewed and we have received about 100 comments, and throughout the process they are striving to maintain balance among our values: people, quality and access.

Questions and discussion arose on how we use the one-time funding to cover the deficit, and the hope is to find the remaining money so we will not use all the money. We have to show we can balance within the three years. We also do not know what the government feels is an appropriate amount of money to have in our reserves. Much of our current reserves are already earmarked for things such as student residence, the student portal, and Alberta Mental Health funding.

Discussion also occurred around the government’s decision to freeze tuition fees and the lack of information on any long term plans regarding that.

5.3. 2013-17 Capital Plan

MOTION: opn.2013.05.04

Berezan/Talbot

That the Board of Governors approve the 2013-17 Capital Plan.

Motion: Carried

J. Berezan reported this needs to be submitted on an annual basis regarding capital priorities and the top priority besides the student residence is the science building. We submit more information even though they do not ask for it. We are cut back on maintenance so it does affect some of these plans.

A question arose on why we do not have another student residence in this plan. It is because we do not have funding, but we do have upgrades to existing residence facilities and hopefully we can get more beds from that. Optimally it would be 25% of the student population we would like to have in student residence. Discussion also occurred on the art learning centre as it is critical for better storage of our art works, and it is not a gallery itself.

5.4.2013-14 Comprehensive Institutional Plan

MOTION: opn.2013.05.05

Berezan/Scrimshaw

That the Board of Governors approve the revised input to the 2013-14 Comprehensive Institutional Plan.

Motion: Carried

J. Berezan indicated the addendum updates the plan from everything that happened after the budget reduction. A. Hakin indicated that this is the main reporting document in respects to priorities and metrics for the academic, research and financial components. The extended deadline was to May 31 for this year.

5.5. Rules of Operation – Document Revisions

MOTION: opn.2013.05.06

Nugent/Copeland

That the Board of Governors approve the proposed updates to the Rules of Operation of the Board of Governors.

Motion: Carried

K. Nugent indicated that it is part of a regular process of review to look at each document. Most of the revisions here are clean up and making it consistent, most the most significant is taking out the committee membership and terms of reference as they maintained in each committee's terms of reference and was redundant.

A comment was given that the UofA's and UofC's Finance Committee has student representation and ours does not.

6. ITEMS FOR INFORMATION

6.1 Board of Governors Membership Update

M. Smith reported that the posting for the board member vacancy as a result of D. McArthur's position expiring will run from May 17 – June 3rd and is available on the Government of Alberta jobs website.

Discussion occurred on the skills matrix and it was indicated that individuals who are encouraged to apply should be informed that the government does the appointments and has the final say.

K. Lewis also reported that the alumni council is pleased to have selected a candidate and has put forward a name for K. Nugent's replacement.

7. REPORTS

7.1. Provost & Vice-President (Academic)

A. Hakin expressed his delight in the Canada Wide Science Fair as it is a tremendous event.

7.2. Vice-President (Advancement)

C. Horbachewski had nothing further to add. P. Forrest thanked everyone who attended the Calgary Alumni and Friends dinner as it was an exceptional evening!

7.3. Vice-President (Finance & Administration)

N. Walker had nothing to add to her written report.

7.4. Vice-President (Research)

D. Weeks nothing to add to his written report.

7.5 Board Member Reports

The Student's Union indicated that they have a new structure on their Executive with the VP External position.

K. Lewis reported that the Alumni Association directed her to write a letter of support for the UofL in regards to the budget cuts and it appeared in the Lethbridge Herald. She also thanked K. Nugent for all that he has done as the alumni representative on the Board of Governors.

8. ADJOURNMENT

MOTION: opn.2013.05.07

McArthur/Berezan

*That the Board of Governors open session meeting of May 16, 2013
be adjourned.*

Motion: Carried