



BOARD OF GOVERNORS – OPEN SESSION

Approved Minutes

Thursday, May 17, 2012

8:30 a.m. in Fernie, B.C.

- Present:** B. Turner (Chair), J. Berezan, J. Copeland, A. Escher, P. Forrest, M. Gray, E. Karbaszewski, B. Kunz, K. Lewis, M. Mahon, D. McArthur, S. McClellan, Z. Moline, K. Nugent, R. Scrimshaw, M. Smith, J. Varzari, T. Waters, K. Willms
- Regrets:** B. Brown
- Other:** J. Black (recording secretary), L. Corbiere, B. Boudreau, A. Hakin, C. Horbachewski, S. Sproule, N. Walker, M. Wang, D. Weeks, R. Westlund

Prior to the start of the Open Session meeting the following new Board Members were introduced: Jennifer Copeland, Marianne Gray, Ron Scrimshaw, and Matthew Wang.

1. CONSENT AGENDA

APPROVAL

- 1.1. Approval of the May 17, 2012 Open Agenda
- 1.2. Approval of the March 15, 2012 Open Minutes
- 1.3. Rescind Policies

INFORMATION

- 1.4. Provost & Vice-President (Academic)
- 1.5. Vice-President (Advancement)
- 1.6. Vice-President (Finance & Administration)
- 1.7. Vice-President (Research)
- 1.8. Sustainability Report

MOTION: opn.2012.05.01

Waters/McArthur

That the Board of Governors approve the May 17, 2012 Consent Agenda.

Motion: Carried

2. BOARD CHAIR REMARKS

B. Turner reported that the April 12, 2012 Board of Governors Speaker Series dinner with Allan Markin in Lethbridge was a great success.

On April 17, the Board Chair along with the University Secretariat attended the Canadian University Board Association (CUBA) Conference in St. John's Newfoundland. It was the

best one he attended, and once the slides become available from Ken Steele's Academia presentation they will be made available to the Board to learn about the trends in post-secondary education.

On May 10th the UofL hosted a water conference and he attended a lunch there with President Mahon and The Honourable Diana McQueen.

3. PRESIDENT'S REPORT

M. Mahon reported on the following activities:

- Association of Universities and Colleges of Canada (AUCC) – attended the annual meeting at Guelph. There was discussion on community engagement around their new narrative and this ties with the Universities' focus on this, so it is good to be recognized as a leader on this.
- AUCC Brazil Trip – he was on a mission led by the Governor General. There were 30 Canadian university presidents in attendance. Brazil is the 6th largest economy in the world right now and they have identified education and research as an important strategy for them. This was the largest mission organized by AUCC. The trip identified some significant opportunities. He had some interesting discussion on First Nations' initiatives as well. We do have students on campus from Brazil, and they identified quality of our academic institution and a smaller safe community for being a main reason why they chose the UofL.
- Edmonton Campus Concordia Transition – this is proceeding very well thanks to N. Walker, A. Hakin, D. Weeks and B. Boudreau leading this process. An Assistant Dean, of the Northern Campuses has been hired to lead this process and this is very timely as the Director of Edmonton and Calgary campuses are moving to new opportunities so a hiring process has begun to replace them. The Edmonton staff is pleased and they are currently in the midst of communicating with students.
- Alberta Economic Development Authority (AEDA) – M. Mahon has been a member the last year and now is part of the Executive Committee and chair of the Sustainable and Regional Development committee that focuses on water and environmental sustainability. There has been recent discussion there on the six sector model and concern over blurring lines between sectors, which is a great industry concern for the impact on trade's education.
- Western Canada Canadian Interuniversity Sport – M. Mahon has been involved in the conversation around creating better student athlete opportunities in Canada. He presented the final report from the committee to Canada West last week in Banff. It was very positive and hopefully sport canda and Canada in general can help support this as well.
- The Honourable Diana McQueen, Minister of Environment and Water – M. Mahon and B. Turner had a conversation last week at the Water Conference and she will be on campus soon. We can highlight the work being done in the area of water.
- Robbin Derry, Minister of Aboriginal Relations will be attending Convocation to honour Pete Standing Alone and our Niitsitapi graduates. He will fly down for the morning so this is a great opportunity to have a dialogue with him.
- Thanks to vice-presidents for doing a lot of work while M. Mahon has been traveling.

- An activity will be introduced about an international agenda and strategy which is important to ensure follow-up on all these trips. A. Hakin and D. Weeks have been working on this so stay tuned.
- D. Weeks spoke about the success of the Water Conference in Calgary. This was in partnership with Lethbridge College as they acted as a news team in videoed every session and now Shaw will pick this up and broadcast this on community television. It was fascinating and the electronic version enabled people to connect from all over the world. Twenty six schools were online from Alberta asking questions and people even attended from Africa virtually. The Minister when she attended was told that many of her staff attended virtually so from a cost perspective this saved the Alberta Government significant travel money.

4. **CHANCELLOR’S REPORT**

S. McClellan reported that she attended the Music in the Making event to celebrate the music conservatory. At that event the announcement of George Evelyn and Lottie Austin being the Senate Volunteer Award recipient for 2012 was made. Both of them led the campaign and exceeded their goal to facilitate the conservatories move to downtown Lethbridge.

The Chancellor attended the UofL’s long service awards and retirement event.

A reminder was given that Convocation is May 31 and June 1. The honorary degree recipients are: Pete Standing Alone, Jim Coutts, Patrick O’Farrell, Richard Davidson and Bill Cade for the Fall. We have also heard the Minister of Aboriginal Affairs Robin Derry will be in attendance for Pete Standing Alone’s ceremony.

The Chancellor’s Dinner will be on May 31 to honour the all award recipients so encouragement was given to attend.

A Senate Retirement dinner will be held on June 11th.

5. **ITEMS FOR ACTION**

5.1. 2012 – 2016 Capital Plan

MOTION: opn.2012.05.02

Varzari/Berezan

That the Board of Governors approve the 2012 – 2016 Capital Plan.

Motion: Carried

This comes from the Finance Committee and N. Walker indicated this is identified as the capital priorities, and is in alignment with the University’s Strategic Plan and Comprehensive Institutional Plan. This is submitted to Enterprise and Advanced Education as well as Alberta Infrastructure.

5.2. UAPP Sponsorship & Trust Agreement Amendments

MOTION: opn.2012.05.03

Varzari/McArthur

That the Board of Governors approve Amendment #6 to the Universities Academic Pension Plan Sponsorship & Trust Agreement.

Motion: Carried

This comes from the Finance Committee and N. Walker indicated the UAPP is made up of five institutions in Alberta; UofA, UofC, UofL, Athabasca and the Banff Centre. Any changes need to be approved by all parties. This is a clean-up for administrative issues.

5.3. Policy – Vacation Management

MOTION: opn.2012.05.04

Varzari/McArthur

That the Board of Governors approve the Vacation Management Policy, effective immediately.

Motion: Carried

This comes from the Finance Committee and N. Walker indicated this is a new policy as supervisors would like assistance in managing employees who are not taking vacation. The Auditor General looks at this as a risk because it appears on the financials as well. Discussion occurred around this being more stringent and how to enforce this as well as the benefit to employee wellness.

5.4. Policy – Lifecycle Equipment Replacement

MOTION: opn.2012.05.05

Varzari/Waters

That the Board of Governors approve the Lifecycle Equipment Replacement Policy, effective immediately.

Motion: Carried

This comes from the Finance Committee and N. Walker indicated this is a new policy but not a new program. This now puts the program into a policy to assist in consistency and clarification of the guidelines.

5.5. Policy – Endowment Management

MOTION: opn.2012.05.06

Varzari/Kunz

That the Board of Governors approve the changes to the Endowment Management Policy, effective immediately.

Motion: Carried

This comes from the Finance Committee and N. Walker indicated 3.1 was to change the minimum from \$30,000 to \$25, 000. C. Horbachewski reported that by lowering this it provides \$1,000 each year and this is equivalent to a named scholarship. The UofL’s endowment amount was significantly higher than others, and donors were questioning why.

5.6. Policy – Research

MOTION: opn.2012.05.07

Varzari/Kunz

That the Board of Governors approve the Research Policy, effective immediately.

Motion: Carried

This comes from the Finance Committee and N. Walker indicated the Auditor General had some recommendations so this is to satisfy their requirements. Wording has been updated to be consistent with practices and procedures and to clarify differences in external and internal research grants and contracts are handled. In the Fall the UofL hopes these final recommendations will be looked at during the Audit.

5.7. Policy – Information and Technology Management

MOTION: opn.2012.05.08

Varzari/Karbashewski

That the Board of Governors approve the Information and Technology Management Policy, effective immediately.

Motion: Carried

This comes from the Finance Committee and N. Walker indicated that this arose in response to and IT Audit. This policy is at a very high level, and once this is approved more policy will be coming forth. This ensures we are moving toward the Office of the Auditor General's (OAG) recommendations and we are working with other institutions to establish these priorities.

5.8. Policy – Employment of Relatives

MOTION: opn.2012.05.09

Varzari/McArthur

That the Board of Governors approve the Employment of Relatives Policy, effective immediately.

Motion: Carried

This comes from the Executive Committee and N. Walker indicated that this is an update of an existing policy to clarify its intent and scope and to ensure consistent application.

5.9. Policy – Employment Application Materials Disclosure

MOTION: opn.2012.05.10

Varzari/Nugent

That the Board of Governors approve the changes to the Employment Application Materials Disclosure Policy, effective immediately.

Motion: Carried

This comes from the Executive Committee and N. Walker indicated these are changes to an existing policy to ensure proper controls with the *Freedom of Information and Protection of Privacy (FOIP) Regulations*. There are also challenges with multiple campuses and sharing materials that these changes will help alleviate.

5.10. Policy – Weapons

MOTION: opn.2012.05.11

Varzari/Smith

That the Board of Governors approve the Weapons Policy, effective immediately.

Motion: Carried

This comes from the Executive Committee and N. Walker indicated that this comes from a request from the Director of Security Services to assist with Fine Arts students and false weapons on campus. A question arose regarding religious weapons and it is covered within item 4.5.

5.11. Policy – Electronic Consent

MOTION: opn.2012.05.12

Varzari/Kunz

That the Board of Governors approve the Electronic Consent Policy, effective immediately.

Motion: Carried

This comes from the Executive Committee and N. Walker indicated this is in conformity with the *Freedom of Information and Protection of Privacy (FOIP) Regulations* and will allow the UofL to accept consent in electronic form, in particular for the use of personal information beyond the originally stated purpose at the time of collection.

5.12. Governance Guidelines – Revised

MOTION: opn.2012.05.13

Nugent/Waters

That the Board of Governors approve the amendments to the Governance Guidelines.

Motion: Carried

This comes from the Governance Committee and K. Nugent indicated changes are to clarify the mentors program, and board chair evaluation process.

5.13. Terms of Reference – Revised

MOTION: opn.2012.05.14

Nugent/Varzari

That the Board of Governors approve the revisions to the Terms of Reference of the Audit and Finance Committees as presented.

Motion: Carried

This comes from the Governance Committee and changes are to provide consistent wording, clarification on responsibilities and on membership.

M. Mahon thanked N. Walker on all the extensive policy work.

6. ITEMS FOR INFORMATION

6.1. Budget Process Review – Task Force Report

N. Walker indicated that this is final process report from a very rigorous review on the budget process. Some of the input and changes were that the Deans and Executive Director's felt they were not as involved in the approval process and it would be better to start the process much earlier. The new process will be implemented; however, there will be some challenges in having the budget tied with things like the Comprehensive Institutional Plan as the timelines do not particularly match up yet. Fees are also being moved up so the discussion will be done beforehand. The new process will be implemented and monitored.

6.2. Maclean's – Students Grade Their Schools

N. Walker indicated B. Boudreau the Vice-Provost and Associate Vice-President (Academic) looks at this data. There are a number of internal and external surveys conducted and this report gives an example of the kinds of information that comes up. Overall the UofL has fared very well in terms of external surveys.

6.3. Board of Governors 2012-2013 Meeting Schedule

J. Black indicated the 2012-2013 Meeting Schedule was attached for information. Changes are needed to the Advancement Committee dates so once this is finalized it will be resent to the Board. These date are also going to be added to the Governance website (www.uleth.ca/governance).

7. BOARD MEMBER REPORTS

A question arose regarding the Board's process on seconding motions. It was indicated that the mover is the committee chair, but the seconder does not have to be anyone from the committee. N. Walker will also email out the University's Emergency Response plan to one of our new members who requested to see it. There were no other Board reports or questions at this time.

8. ADJOURNMENT

MOTION: opn.2012.05.15

Waters/Nugent

That the Board of Governors open session meeting of May 17, 2012 be adjourned.

Motion: Carried