

**MINUTES OF THE UNIVERSITY OF LETHBRIDGE BOARD OF GOVERNORS**  
**OPEN SESSION, HELD THURSDAY, JUNE 14, 2001**  
**IN ROOM AH175**

Present: Terry Royer (Chair), Lawrence Barany, Bill Cade, Dawna Coslovi,  
Geoff Cox, Garland Curtis, Gordon Dixon, Aaron Engen, John Gray,  
Jim Horsman, Kevin Keith, Jill Kotkas, Dan Laplante,  
Robert Manson, Matthew McHugh, Doug Stokes, Don Young,  
Rita Zaugg (Secretary), Val Hill (Secretary)

Regrets: Quintin Steynen, Ian Wishaw

Others: Geri Hecker, Alumni Association  
Cindy Armstrong-Esther, Director, Financial Services  
Karen Clearwater, Associate Vice-President (Financial Planning)  
Nancy Walker, Vice-President (Finance and Administration)  
Seamus O'Shea, Vice-President (Academic)  
Shamsul Alam, Associate Vice-President (Academic)  
Bill Chapman, former Board Member

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**CONSENT AGENDA**

1. **Approval of the June 14, 2001 Agenda**
2. **Approval of the May 17, 2001 Open Session Minutes**

MOTION: opn.2001.06.01

Gray/Manson

That the Consent Agenda for the June 14, 2001  
Open Session meeting of the Board of Governors be  
approved.

Motion: Carried

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3. **BOARD CHAIR REMARKS**

Terry Royer welcomed and provided background information for three new Board members: Doug Stokes, Jill Kotkas and Aaron Engen.

He explained that the concept of inclusion is reflected in the motions on the new committee membership. The committees are set up to provide opportunities for people with related experience as well as for personal expansion.

4. **PRESIDENT'S REPORT**

4.1 **New Board Members**

Bill Cade, on behalf of the University Administration, also welcomed the three new Board Members.

4.2 **LINC Accident**

Bill Cade stated Wednesday was a sad day on campus as a worker was electrocuted and died on the LINC construction site. The young man had three young children. No name has been released as of yet.

4.3 **Canadian Alliance Students Association (CASA)**

CASA is on campus with over 46 delegates from all over the country. Matthew McHugh will talk further on this in his report.

4.4 **Pronghorn Golf**

Bill Cade attended the Pronghorn Golf tournament on Saturday, June 9. Geoff and Brad Cox did a superb job organizing the annual event and raising money for Pronghorn Hockey. Terry Royer also provided his accolades to Geoff and Brad Cox for a great event.

4.5 **Jeff Simpson Column**

A handout was provided to Board Members regarding Jeff Simpson's column in Wednesday's edition of The Globe and Mail newspaper. Bill Cade indicated the shortage of professors in Canada is becoming big news although there seems to be a difference of opinion between the Association of Universities and Colleges of Canada (AUCC) and the Canadian Association of University Teachers (CAUT).

4.6 **Alberta Heritage Foundation for Medical Research (AHFMR)**

The AHFMR has a new summer research program called The Heritage Youth Research Summer Program (HYRS) which brings high school students onto University campuses to gain experience in research laboratories. This summer the U of L will have LCI student, Laura Robertson, who will work with Lesley Brown (Kinesiology) and from Winston Churchill, Roxanna Musca, who will work with Jeffrey Kleim (Neuroscience).

4.7 **Ken Balmer**

Calgarian, Ken Balmer, an academic who owns a firm called *Rethink* was on campus yesterday to begin a strategic planning exercise at the U of L. Bill Cade will discuss this further at the Board Retreat tomorrow.

4.8 **Community Lottery Board**

Lyal Sakamoto, representing the Community Lottery Board #75 Society, donated \$50,000 towards LINC.

4.9 **LINC Fund Raising**

Patrick Machacek will join the members at the Retreat in the Institutional Advancement discussion. Letters have been sent to previous LINC donors and responses are coming in. This is the last of the LINC campaign.

4.10 **David Hastings**

David Hastings, from the Prime Minister's office, visited the U of L a week ago discussing the possibility of the Prime Minister visiting the campus on June 18. Unfortunately, the plan fell through even though the Prime Minister will be speaking in Calgary that same evening.

4.11 **Graduations**

Bill Cade stated James Horsman had not joined the meeting as of yet but confirmed that the graduation ceremonies were wonderful and the honorary degree recipients were overjoyed; Ingrid Speaker had a tear in her eye. The Chancellor hosted the end-of-term Senate barbeque.

4.12 **Jason Lothian**

Bill Cade thanked Jason Lothian, reporter for the Lethbridge Herald, for an accurate and superb job of covering University matters. Jason Lothian is resigning his position to return to law school at the University of Calgary.

Geoff Cox joined the meeting.

5. **CHANCELLOR'S REPORT**

5.1 **Convocation**

Chancellor Horsman mentioned the excellent May Convocation ceremonies with four honorary degrees awarded: Dr. Laughlin Taylor from McGill and native of Lethbridge and has a distinguished career in neuroscience; Ingrid Speaker a former U of L Chancellor; Chief Justice of the Supreme Court of Canada Beverly McLachlin who hails from Pincher Creek and Marc Garneau, Canadian Astronaut and scientist. One of the honorary degree recipients in the fall was to have been John Roth from Nortel but due to his impending retirement he has withdrawn acceptance of the degree. Nellie Cournoyea, aboriginal leader and former Premier of the Northwest Territories, currently the Chair and Chief Executive Officer of Inuvialuit Regional Corporation is the other honorary degree recipient this fall.

5.2 **Chancellor's Dinner**

The Chancellor's Dinner had a record 260 people in attendance. The Lieutenant Governor, Ms. Lois E. Hole, was in attendance and presented an award to former Chancellor, Keith Robin, for his service to Alberta.

5.3 **Alberta Convocation Ceremonies**

James Horsman, and his wife Betty, and approximately 200 people attended the very successful U of L Edmonton Convocation. The Chancellor also attended Convocation at the University of Alberta and will attend the University of Calgary ceremony this Saturday evening.

5.4 **Retiring Senators Dinner**

James Horsman said that approximately 60 people attended a retirement dinner, June 8, for seven Senators, held in the East Patio of the U of L.

5.5 **Senate Meetings**

The first Senate meeting in the fall will deal with water resource issues and the end of year meeting will be held in LINC with Senators being given a tour of the new facility.

6. **STUDENTS' UNION PRESIDENT REPORT**

6.1 **Canadian Alliance of Students Association (CASA)**

Matthew McHugh stated that CASA is one of the national student organizations in Canada. The other organization is Canadian Federation of Students (CFS) which Matthew McHugh stated is a little more radical and less practical than CASA. CASA is meeting to develop policy and figure out effective ways for students to lobby government nationally. Most of the CASA members came from the Congress of Canadian Students Association (CCSA) general meeting in Calgary last week. Five Hundred and Ninety-five student leaders attended. Peter Mansbridge and Jan Arden were guest speakers. LCC is sitting in on the CASA meetings to determine if they would like to join the organization.

6.2 **Council of Alberta University Students (CAUS)**

CAUS has tickets for the Calgary Exhibition and Stampede pancake breakfast this year.

7. **ITEMS FOR ACTION**

Terry Royer, on behalf of the Board of Governors, presented scrolls to Drs. Dua and Bender for their years of loyal service.

7.1 **Bhagwan Dua - Dean *Emeritus***

MOTION: opn.2001.06.02

Cade/Young

That Bhagwan Dua be designated Dean of Arts and Science *Emeritus*, effective July 1, 2001. The appropriate notation will be included in the University of Lethbridge Calendar.

Motion: Carried

7.2 **Chris Bender, Associate Dean Emeritus**

MOTION: opn.2001.06.03

Cade/Manson

That Christopher Owen Bender be designated Associate Dean of Arts and Science *Emeritus*, effective July 1, 2001. The appropriate notation will be included in the University of Lethbridge Calendar.

Motion: Carried

7.3 **Financial Statements as at March 31, 2001**

MOTION: opn.2001.06.04

Gray/Keith

That the Board of Governors approve the University of Lethbridge Financial Statements as at March 31, 2001.

Motion: Carried

Cindy Armstrong-Esther spoke about the Statement of Financial Position and Statement of Operations.

**Statement of Financial Position**

Cash was up due to LINC construction and last minute grants. There was \$1 million received for an NMR on Deposit on Capital Assets. Investment income was \$3.9 million during the year and \$3 million was drawn from the U of L's portfolio to pay for LINC construction. Capital Assets had additions of approximately \$30 million, \$17 million was externally funded mostly for LINC and Life Sciences, \$6 million internally-funded and \$7 million drawn on LINC construction. Amortization of \$8 million. The Collection is the University's artwork and \$1.5 million was received in donations during the year. Liabilities, Accounts Payable included \$5.7 million for construction. Last year, that number was \$1.2 million. Accrued payroll liabilities include vacation, compensating time-off and other miscellaneous items such as maternity leave and long term disability. Deferred revenue is for prepaid tuition, housing fees and parking. Deferred contributions is another category of Deferred Revenue which relates to restricted operating research, scholarships and other trust funds. It is shown as a liability on the balance sheet until spent on restricted expenses and it is then brought into revenue. The long-term debt is for LINC. Accrued liabilities refer to Senior Administrative leaves and supplementary benefit plan and long term disability. Unfunded staff benefits are early retirements. Deferred capital contributions are unspent contributions from external parties for the LINC and Life Sciences buildings. Unamortized Deferred Capital Contributions refers to the unamortized portion of externally-funded capital assets. Net Assets is the

University's equity made up of investment in capital assets and collection which is the University's share of Amortized capital assets. Internally restricted net assets are the U of L's reserves: \$1.4 million is operating reserves and \$8.8 million in capital reserves.

#### Statement of Operations

Under Revenue, Grants were up by \$3.5 million with Operating Grants up \$800,000 and Grants for Unfunded Enrolment Growth at \$266,000, a one-time \$543,000 energy rebate from the government and the University's Performance funding and progress award was \$300,000. The U of L also had a large increase in sponsored research grants. Tuition and related fees were up about 9% from the prior year, mostly due to increased enrolment. Miscellaneous revenue is parking revenue, facility rentals and miscellaneous items such as non-tuition related fees for geography trips, conservatory and theatre ticket revenue, and external cost recovery. Interest in dividends of \$3 million and capital gains of \$1 million falls under Investment income. Gifts and donations were mostly for the LINC building and scholarships. Expenses, salaries and benefits are the University's largest expense making up about 66% of total operating expenses, up 8% over the prior year. The next largest expense is amortization of capital assets at \$8 million. Services and products includes supplies, duplicating, printing, postage, telephones, bad debts, expendable equipment and software. Most expenses were comparable to the prior period except utilities which were up approximately \$794,000. A \$543,000 energy rebate was received from the government which is included in revenue as opposed to reducing the U of L's expense. Another \$150,000 is expected for last fiscal year energy costs. Interest on long term liability has gone up over prior year due to the LINC loan interest. From the \$10 million loan, \$7.1 million has been drawn down. No principal payments are being made yet but \$256,000 in interest is being paid this year and \$500,000 next fiscal year.

7.4 **Policy on Smoking on Campus**

MOTION: opn.2001.06.05

Cade/Manson

That the Board of Governors approve the revised policy on Smoking on Campus with the following amendment:

3. The University will not sell tobacco and tobacco products on the University of Lethbridge campus with the exception of Level 3 "Zoo" in the Students' Union building.

Motion: Carried

Bill Cade stated this policy is basically housekeeping and brings the policy up-to-date, superceding the old policy of June 18, 1987. Smoking will not be permitted in University residences effective September 1, 2002, consistent with a vote of the Organization of Residence Students. Legal opinion confirms smoking can be restricted in U of L residences even though they are considered homes. Ultimately, enforcement of all University regulations falls upon Senior Administration.

Matthew McHugh asked about the selling of cigarettes in the Students' Union pub, since while not a significant revenue source, having cigarettes available for sale helps keep patrons in the pub.

7.5 **Delegation of Authority**

MOTION: opn.2001.06.06

Cade/Hecker

That the Board of Governors delegate to the Executive Committee the authority for the Executive Committee to act on behalf of the Board during the months of July and August, 2001 and further, that the members of the Board be notified of the meeting(s) of the Executive Committee. If the Executive Committee deems it necessary, a meeting of the full Board of Governors will be called.

Motion: Carried

7.6 **By-Laws Amendment**

MOTION: opn.2001.06.07

Cox/Manson

That the Board of Governors By-Laws be amended as follows:

Part II B. 1.1

The following shall be members of the Executive Committee:

Board Chair, who shall be designated Committee Chair; Vice-Chairman, who shall be designated Committee Vice-Chair; President; Chancellor; Finance Chair; and Up to three (3) other Board Members.

Motion: Carried

Terry Royer stated the purpose of this motion is to allow appointment of up to three Board Members on the Executive Committee. This will provide flexibility and offer an opportunity for learning and additional input, recognizing the limitations of what the Executive Committee does.

Jim Horsman joined the meeting.

7.7 **Committees - Effective Fall 2001**

MOTION: opn.2001.06.08

Manson/Gray

That the Board of Governors approve the committees, effective Fall 2001, as attached, subject to those named accepting the appointment.

Motion: Carried

Terry Royer explained there are two modifications to the Committees list, effective September 1, 2001:

1. Institutional Advancement Committee will have two non-Board members: Myles Bourke, senior partner with KPMG and David Hughes, Chairman Emeritus.
2. Matthew McHugh, as an individual and not in the role of Students' Union President, has been asked to sit on the Executive Committee.



Dan Laplante mentioned that in the spirit of inclusion all Board Members need to participate in at least one committee. Terry Royer stated he would discuss this with the Board member who is not on a committee.

## 7.8 **Business Plan**

MOTION: opn.2001.06.09

Cade/Young

That the Board of Governors approve the draft 2001-2004 Business Plan.

Motion: Carried

Bill Cade stated the U of L is required, by Alberta Learning, to revise its 3-year Business Plan yearly. This year Alberta Learning provided a new template to follow which arrived a week before it was to be submitted (June 1, 2001). A draft was sent to Alberta Learning as no full Board meeting was scheduled prior to the deadline. The Executive Committee discussed the draft plan and a number of good suggestions were added to the report (eg. northern campuses). Bill Cade pointed out that calling this a "Business Plan" is really a misnomer as it is only a portion of a strategic planning document but fits well with Alberta Learning's profile. He feels this plan is a good summary of all the issues facing the University. The plan was worked on extensively by Nancy Walker, and in previous years by Karen Clearwater, with everyone having a chance to peruse it. Paul Sparrow-Clarke, Seamus O'Shea's new executive assistant, put it together.

In answer to a Board member's concern about the reality of the Business Plan's building costs, Nancy Walker stated Alberta Learning will not consider funding projects if they are not listed in the Business Plan so the University's submission includes future opportunities. In order to build, the Board must provide formal approval. Seamus O'Shea added this plan is now a public document so it is essential the University be more thoughtful to its needs, especially with new government and not knowing which Minister will be making future decisions.

Terry Royer commented the Business Plan has been discussed at previous Board meetings and is not a strategic plan but a response specifically to Alberta Learning's template. He indicated that a mini-retreat is planned in October where the Board will establish objectives toward a strategic plan, with time lines, which will be used as evaluation for performance of both Board and administration.

## 8. **COMMITTEE REPORTS**

### 8.1 **Audit Committee Meeting**

John Gray reported the Audit Committee met June 5, 2001. Peter Valentine, Auditor General, and two of his assistants came from Edmonton along with four audit agents from Young Parkyn McNab, and Gordon Tait, external audit member. Cindy Armstrong-Esther presented the University's financial

statements. The Auditor General assured the University an unqualified audit opinion.

John Gray thanked the U of L audit staff for all their hard work in meeting the audit deadline. He questioned the tight time lines and stated a solution needs to be addressed next year to alleviate the short time frame.

8.2 **Finance Committee Meeting**

The Finance meeting followed the Audit meeting and the financial statements to May 31, 2001 were reviewed. The Audit and Finance committees approved the financial statements and recommended them to the Board for approval.

8.3 **Retreat Committee**

Lawrence Barany passed out the final Retreat Committee program. Terry Royer expressed his appreciation to the Retreat Committee members for developing the program. Lawrence Barany gave special thanks for Rita Zaugg's dedication to smoothing out program details.

9. **VICE-PRESIDENT (ACADEMIC)**

9.1 **Facts Book**

Seamus O'Shea made a computer presentation on the series of graphs housed in the front of the new *Facts Book*. He stated the 18-24 age group is growing steadily and will max-out around 2007/2008. The 25-29 age group is about five years behind. Undergraduate participation rates are climbing. Each year 780 more students enter while graduate enrolments remain static causing concern about highly qualified technical personnel in the future. The U of L's enrolment has been growing one-quarter of a percent per annum over the last 10 years. The number of applications and transfers are going up along with the number of graduates. Enrolment of high school students has gone down about 100-125 due to a sudden shift approximately four years ago. Tracking Grade 12 students is difficult because students repeat courses, inaccurate government head-counts due to limited resources, and part-time students. Full time enrolment is growing at the rate of the total population, but part-time enrolment is constant except at the Calgary and Edmonton campuses. Female student numbers are up 58% mostly in the traditional areas of Social Science, Education and Nursing. Men are dropping out or doing poorer than women which will produce a work place shift within 20 years. People from Lethbridge attending the U of L are declining while transfer and post-diploma students grow, with out-of-province numbers growing the fastest. Each academic unit is serving more students with the exception of Faculty of Education which is staying constant because school placement opportunities are saturated. Faculty and support staff positions are growing at the rate of student numbers. There was aggressive recruitment of Visa students by other countries in the 1990s but Canada could not offer the scholarships or support mechanisms so numbers declined. Visa students are now beginning to rise due to more of an effort on Canada's part. Graduate studies are growing at a fraction of total student population. Graduate student numbers are actually going

down and are now at 3.8% where five years ago they were 4.4%. If the University continues to meet its quota for the ACCESS program in Graduate studies, this number should stabilize at around 3.8%. Graduate students also relate to research programs and in the last year research funding is up sharply due to national initiatives and funding from the province and federal government.

Alumni member, Jill Kotkas, asked what can be done about the Maclean's magazine survey of poorly-scored scholarship levels and endowments? Seamus O'Shea stated the U of L has not had enough people graduate, due to its relatively short history, to have large endowments. The economic conditions of the 1990's had some impact on endowments but that is now stabilizing. In the most recent budget, the province capped the indebtedness and provided additional student support money and bursaries. There were also federal initiatives. Jim Horsman added the Maclean's survey did not give credit for the Alberta Heritage Scholarship Fund which benefits students from high school through all levels of university. It has increased from \$100 million when it was established in 1980 to over \$300 million now. The establishment one year ago of a \$500 million fund for the Alberta Heritage Foundation for Science and Engineering Research will develop more scholarships at senior levels.

10. **VICE-PRESIDENT (FINANCE & ADMINISTRATION)**

10.1 **Ballroom and Pub Renovations**

Nancy Walker had a meeting with the Students' Union Liaison Committee regarding ballroom and pub renovations this summer.

10.2 **Campus Expansion**

The University has hired Brook Mellroy Inc. from Toronto to provide an expansion plan for the future development of the core of the campus. They will make a presentation at the Retreat.

10.3 **Old Library Space**

Work is being done on the selection of an architect for the renovation of the vacated library space.

11. **OTHER ITEMS FOR DISCUSSION**

Nancy Walker stated the Business Plan will be corrected and resent to Alberta Learning.

12. **ADJOURNMENT**

MOTION: opn.2001.06.10

McHugh/Coslovi

That the Board of Governors Open Session meeting  
of June 14, 2001 be adjourned.

Motion: Carried