

BOARD OF GOVERNORS - PUBLIC SESSION MINUTES

March 26, 2011
9:15am
Senate Chambers

Participants:

Louise Burgart, Alden Chow, George Iwama, Margot Mandy, Dawn Martin, Judy Mason, Ryan Matheson, Narek Nalbandyan, Derek Orr, William Owen, Lynda Price, John Turner

UNBC Representatives (non-voting):

Eileen Bray, Vice President Administration & Finance, Mark Dale, Provost, Gail Fondahl, Vice President Research, Rob van Adrichem, Vice President External Relations, Allyson Truant (recording)

Regrets:

John MacDonald, Don Prior, Paul Stokes

The meeting commenced at 9:25am, and the Chair welcomed the visitors from the gallery.

Presentation:

Student, Janie Roberge presented the Board with a petition, signed by 150 students, against the proposed tuition fee increase of 2% being recommended to the Board.

The Chair thanked Janie and noted that this would be taken under advisement.

NOTE: *The Board of Governors Agenda for the Public Session consists of a consent agenda and a regular agenda. The consent agenda include non-controversial Board action items on which the Board needs to vote, but discussion is not necessary. The consent agenda is moved and approved as a group. The Chair will inquire whether there are any items that need to be removed from the consent agenda and if so, these items are removed and placed on the regular agenda. The Chair will ask for approval of the motions on the consent agenda as follows:*

Motion: 2011BP03.26.01
Mandy/Mason

That the motions on the consent agenda, except for those removed for placement on the regular agenda, be approved as presented.

CARRIED

1. Chair's Remarks

The following remarks were provided:

- R. Matheson and D. Orr were welcomed to their first meeting of the Board;
- The training session in January with E. Watson from Watson Advisors Inc. and the fundraising session with J. Blainey were very helpful to the Board;
- These advisors spoke about relationships with the University (monitory or otherwise), trust in the University and belief in what UNBC is doing, things that all Board Members can take time to build;

- Changes to Board meetings, recommended by the advisor, are already in place;
- The Ad-Hoc Committee for the Board structure will continue, and will evaluate E. Watson's suggestions for the re-structuring of the Board Committees. Recommendations will be brought to the June Board meeting;
- This will be Bill Owen's last Board meeting, and he was thanked for his support during his term of office;
- The Board Chair thanked all those who attended the Orientation session yesterday;
- The Board Chair met with the new Minister of Advanced Education, the Honourable Naomi Yamamoto, twice since her appointment to office. Minister Yamamoto will be on campus next week;
- This is the first "digital" meeting for the Board and thanks were conveyed to Paul Stokes and Allyson Truant for facilitating this green move;

2. Approval of Agenda

Motion: 2011BP03.26.02
Price/Owen

That the Agenda for the Public Session of the March 26, 2011 meeting of the Board of Governors be approved with the following change:
. item #6c will be discussed before #6b.

CARRIED

3. Approval of Minutes

a. November 27, 2010

Motion: 2011BP03.26.03
Iwama/Turner

That the Public Session Minutes of the November 27, 2010 meeting of the Board of Governors be approved with the following amendment:
. The spelling of Margo Greenwood's name to be amended on page #3.

CARRIED

4. Business Arising

a. UNBC Daycare Update
This information was requested at the last meeting of the Board.

5. Academic Operations Committee - Judy Mason, Chair

- a. Enrolment Update
There are two ways in which enrolment is recorded: by headcount and by full time equivalent.
- b. Currently Advertised Faculty Positions
No new information was provided.
- c. Agreements, Scholarships, Bursaries & Awards Approved by the AO Committee
This was approved at the meeting of the Academic Operations Committee and brought forward for information.
- d. Engineering Programs
Approval "in principle" was requested to provide the ability to move ahead with these offerings, once funding was made available. These were seen as general skills required by industries in the regions.

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Dr. Albert Koehler made a presentation to the Board this morning stating why the time was right to promote these Engineering programs at UNBC. Politically, there have been more discussions

the communities regarding the need for Engineering, and economically, this would prepare the northern communities for when the period of low economy ended.

Motion: 2011BP03.26.04
Mandy/Orr

That, on the recommendation of the Academic Operations Committee, the Board of Governors approves “in principle” a new Engineering Program at the University of Northern British Columbia.

CARRIED

Motion: 2011BP03.26.05
Matheson/Mandy

That, on the recommendation of the Academic Operations Committee, the Board of Governors approves “in principle” a new Civil Engineering Program at the University of Northern British Columbia.

CARRIED

Motion: 2011BP03.26.06
Price/Matheson

That, on the recommendation of the Academic Operations Committee, the Board of Governors approves “in principle” a new Mechanical Engineering Program at the University of Northern British Columbia.

CARRIED

- e. PhD in Health Sciences
The process for approval of this offering began approximately two years ago. Approval “in principle” was first obtained, and with the approval from the Degree Quality Assessment Board, include a site visit, the process is now complete.

Motion: 2011BP03.26.07
Price/Turner

That, on the recommendation of the Academic Operations Committee, the Board of Governors approves the PhD in Health Sciences at the University of Northern British Columbia.

CARRIED

- f. Regional Operations & Continuing Studies Report
Provided for information. This report shows the compilation of activities in the regions.

6. Administration & Finance Committee - Louise Burgart, Chair

- a. General Operating Fund Report to December 2010
This report almost completes the fiscal cycle, and there are no unreasonable variances.

- b. UNBC Budget 2011/12

The following are the highlights presented by the Vice President, Administration & Finance:

- The focus this year was on maintaining civility and balancing needs – strategic University opportunities;
- The risk of not being able to sustain government funding level at 100% for enrolment, with our current enrolment being at 81% the funded amount, is of great concern, as is our enrolment projections and the reduction of federal government funding of indirect costs;
- Annualized FTE comparisons were reviewed, as was the revenue comparisons;
- Maintaining stability, to mitigate risk, while balancing increased costs has been challenging;
- Some of the operating budget has been allocated to one-time funding areas, as was done in 2010/11, so it is manageable;
- Funding has been allocated to the University Plan, most being allocated to enrolment and retention marketing initiatives.

A balanced budget was presented.

Motion: 2011BP03.26.09

Matheson/Turner

That on the recommendation of the Administration and Finance Committee, the Board of Governors approves the 2011/12 Budget for the University of Northern British Columbia.

CARRIED

c. UNBC Fee Schedule 2011/12

These fees have been vetted through an internal Fees Committee, with broad representation from the entire University community.

The Board recognizes the proposed 2% tuition fee increase, which has been an annual occurrence over the past two years.

This allowable increase has been capped by the provincial government for seven consecutive years, and is consistent with the cost of living increase. Tuition fees make up 25.9% of the UNBC budget.

The President stated that this is an important topic to all the Board Members, whether students or parents, and understands the difficulties students face balancing work and studies. We are not funded at a higher level than the other BC universities, where their student population is higher or because of our geographic location, while incurring higher costs.

The Board Chair added that the Board is cognizant of the effects of a 2% increase on student. This was implemented as a last resort. The process for determining the budget is very detailed, and students are given the opportunity to provide input at different stages. As a Board, this increase is not considered lightly, nor is the difficulty this places on students.

Awards have increased to help students financially, but many of these are donor funded, with specific stipulations for payment.

Motion: 2011BP03.26.08

Burgart/Matheson

That on the recommendation of the Administration and Finance Committee, the Board of Governors approves the 2011/12 Fee Schedule for the University of Northern British Columbia.

CARRIED

OPPOSED (1)

- d. Ancillary Budget
This budget covers the business units of the institution, and includes revenues and expenses.

Motion: 2011BP03.26.10
Burgart/Price

That on the recommendation of the Administration and Finance Committee, the Board of Governors approves the 2011/12 Ancillary Budget for the University of Northern British Columbia.

CARRIED

- e. Northern Medical Program (NMP) 2011/12 Budget
Provided for information.
- f. Financial Operating Report
Provided for information.
- g. Capital Projects Update
Provided for information.
- h. Quarterly Reports
Provided for information.
- i. Quarterly Forecasts
Provided for information.

7. Audit Committee - John Turner, Chair

- a. Audit Plan and Schedule
- The Audit Committee, and not the Vice President, Administration and Finance, will now be responsible for the review and approval of the annual budget and financial statements;
 - There will be changes to the manner in which the finances are reported to government;
 - The members of the Audit Committee will have to ask good “due diligence” questions of the auditors;
 - UNBC currently reports as a not-for-profit agency, but will have to report under current Public Sector Accounting Board (PSAB) rules;
 - This will create a substantial amount of work for the Audit Committee and the Finance Department;
 - The change will impact the University next year;
 - The Committee Chair will speak to the auditors to determine specific areas of operation, annually, where additional work should be done for the purpose of ensuring proper internal controls are being met;
 - The UNBC financial statements will be reviewed at the June 18, 2011 Board meeting.

8. Employee Relations Committee - Lynda Price, Chair

- a. Health & Safety Report
There were no additional comments.

9. Executive Committee - Dawn Martin, Chair

- a. Board Code of Conduct Policy

Action:
The Board Chair will bring back a recommendation to the June Board meeting.

b. Board Conflict of Interest Policy

Action:

The Board Chair will bring back a recommendation to the June Board meeting.

c. 2012 Board of Governors Calendar

Motion: 2011BP03.26.11

Iwama/Louise

That, on the recommendation of the Executive Committee, the Board of Governors approves the 2012 Board of Governors Calendar.

CARRIED

10. External Relations Report

a. Development Report

The new advertising videos will be shown during the luncheon break.

Two major outcomes are expected:

1. What can be learned from colleagues at other similar universities, such as those in the Scandinavian countries, and
2. How do we recruit successfully.

There have been challenges recruiting for the senior position in the Development office. The roles of the President's and the Development Offices are being reviewed to determine needs, so that the incumbent will be able to provide support to both offices.

11. Research/Graduate Programs Report

a. Report from the Office of Research and Graduate Programs

A verbal report was provided. The following are some of the highlights of the report:

- A "satisfactory rating" was received from two of the Tri-Councils, Natural Sciences & Engineering Research Council of Canada and Social Sciences & Humanities Research Council of Canada in their monitoring reports, and all amendments to processes were completed. The University can lose research funding if the Tri-Council processes are not followed;
- As a result of the increase in approved research grants, \$90,000 in indirect costs was gained;
- While this was one of the biggest years for grant applications from UNBC, the success rate was only 39%, which is cause for concern;
- We have gained one Canada Research Chair, but may lose one in the next re-allocation;
- UNBC has joined TRUIMF, Canada's National Laboratory for Particle and Nuclear Physics, which is owned and operated as a joint venture by a consortium of Canadian universities;
- UNBC has joined the Pacific Institute for the Mathematical Sciences, on a three year trial period. Membership in these two bodies will help to build our reputation as a research university;
- The Year of Science will be organized by the Research Office and held in Prince George on April 9, 2010. The two previous events were held in Vancouver and Victoria.

12. President's Report

a. Report on President's Activities

b. University Plan/Action Plan Update

The President spoke to these two agenda items as follows:

- UNBC joined the Royal Society of Canada;
- The UNBC Bioenergy facility opening took place on March 18. This was attended by many dignitaries, including Premier Christy Clark;
- UNBC English Professor, Dr. Lisa Dickson, was named to one of ten 3M National Teaching Fellowships by 3M Canada and the Society for Teaching and Learning in Higher Education – a most prestigious recognition of teaching excellence in Canada;
- UNBC recently won the “Spread the Net” 2010/11 student challenge, raising over \$18,700 for the purchase of mosquito nets to prevent malaria-related deaths in Africa. CBC’s Rick Mercer was on campus on March 21 for the celebrations;
- The Honourable Naomi Yamamoto, Minister of Advanced Education, visited campus on March 29;
- The Wood Innovation and Design Centre proposal will be going before the Treasury Board in April;
- The Chancellor, Dr. John MacDonald attended the MBA Alumni event in Prince George on March 18, giving his speech on “climate change and energy”. Mr. Ike Barber also attended;
- The University Plan will serve as a template for moving forward. This is a living document and will continue to be updated along with the “action” document;
- The President’s Office will be co-hosting a series of roundtable discussions, with the Faculty Association. Faculty, staff and students will be invited to attend. There will be key themes, with internal and external speakers;

13. Chancellor’s Report

The President and Board Chair pointed out all the good work being done by the Chancellor for UNBC.

14. Other Business – none

The meeting adjourned at 12:30pm.