



## BOARD OF GOVERNORS

### **PUBLIC SESSION MINUTES**

Friday, September 25, 2020

ZOOM Videoconference Only

11:30 AM – 1:30 PM

**Present:** G. Payne, D. Coxson, P. Sanborn, A. Beswick, A. Ekman (CHAIR), J. McKay, M. Reed, G. Stewart, C. Wishart, G. Staats, F. Khan, J. Henley

**Regrets:** A. Robinson (VICE-CHAIR), B. Ward-Burkitt

**Administration:** M. Dale (Interim Provost & Vice-President Academic), C. Smith (Interim Vice-President Finance and Administration), K. Lewis (Acting Vice-President Research), T. Tribe (Vice-President University Advancement), S. Hoff (Governance Officer – Recording)

---

The meeting commenced at 12:05 pm.

#### **1. Chair's Remarks**

Correspondence Received – no correspondence received.

The Chair welcomed everyone and acknowledged that the meeting was taking place on the traditional territory of the Lheidli T'enneh.

The Chair called for any declarations of conflict with items on the Public Agenda. No conflicts were noted.

#### **2. Approval of Agenda**

MOTION: 2020BP09.25.01 (G. Staats / A. Beswick)  
*That, the Agenda for the Public Session of the September 25, 2020 meeting of the Board of Governors be approved as presented.*

CARRIED

#### **3. Approval of Motions on the Consent Agenda**

The Chair noted that as there is only one item on the Consent Agenda, Item 7.f Agreements, Scholarships, Bursaries and Awards will be dealt with in the regular course of the Agenda.

4. **Approval of Minutes**

a. **Public Session Minutes of June 19, 2020 and July 17, 2020**

OMNIBUS MOTION: 2020BP09.25.02 (M. Reed / A. Beswick)

*That, the Public Session Minutes of the June 19, 2020 meeting of the Board of Governors be approved as presented.*

*That, the Public Session Minutes of the July 17, 2020 electronic meeting of the Board of Governors be approved as presented.*

CARRIED

5. **Business Arising from Previous Public Session Minutes**

a. Budget update – C. Smith (**Discussion 2 minutes**)

C. Smith advised that further information will be provided at a special Finance and Investment Committee meeting in October 2020 and 2021-2022 Budget and Performance Plans will be discussed at the November 20, 2020 Board Meeting.

The Board Chair reported from the Closed Session that there have been revisions to the Board Committee structure. The new Board Committees will consist of the Finance and Investment Committee, Audit and Risk Committee and the Executive Committee.

The Board Chair also reported from the Closed Session that the Board voted unanimously to extend Dr. Geoff Payne's appointment as Interim President until August 31, 2022.

6. **Presentation – Faculty Association** – S. Rader

The Board Chair advised that the Presentation from the Faculty Association has been postponed until the November 20, 2020 meeting.

7. **Motions for Approval**

a. **Financial Information Act Report** – C. Smith (**Discussion 4 minutes**)

C. Smith noted that the Board was provided with revised pages of the Schedule of Employee Renumeration (pages 17 to 21 of the meeting package) as there were errors in some employees' job titles. A Board Member mentioned that she had notified S. Hoff by email that an employee's job title may or may not be correct. S. Hoff will forward this information to C. Smith to confirm the employee's correct job title.

The *Financial Information Act* Report was presented and discussed.

MOTION: 2020BP09.25.03 (A. Beswick / F. Khan)

*That, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the Financial Information Act Report to March 31, 2020, as amended.*

CARRIED

b. **Five Year Capital Plan** – C. Smith (**Discussion 4 minutes**)

The Five Year Capital Plan was received and discussed.

MOTION: 2020BP09.25.04 (A. Beswick / G. Staats)

*That, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the 2021/22 to 2025/26 Five Year Capital Plan for the University of Northern British Columbia, as presented.*

CARRIED

- c. **Change from Programs to School - Engineering Programs – M. Dale (Discussion 1 minute)**  
Received.

MOTION: 2020BP09.25.05 (G. Stewart / M. Reed)

*That, a School of Engineering be established consisting of the Civil Engineering, Environmental Engineering, Joint Environmental Engineering, and MENG – WID degree programs, as recommended and approved by the UNBC Senate.*

CARRIED

- d. **Common First-Year Engineering Curriculum Agreement – M. Dale (Discussion 1 minute)**  
Agreement received.

MOTION: 2020BP09.25.06 (G. Stewart / G. Staats)

*That, the Board of Governors approves the Common First-Year Engineering Curriculum Agreement (CFYEC) as recommended and approved by the UNBC Senate, as presented.*

CARRIED

- e. **Transfer Agreement – Vancouver Island University – UNBC Engineering – M. Dale (Discussion 1 minute)**  
Agreement Received.

MOTION: 2020BP09.25.07 (G. Stewart / C. Wishart)

*That, the Board of Governors approves the Vancouver Island University - University of Northern British Columbia Engineering Transfer Agreement based on the Common First-Year Engineering Curriculum Agreement (CFYEC) as recommended and approved by the UNBC Senate, as presented.*

CARRIED

- f. **Agreements, Scholarships, Bursaries and Awards – M. Dale (Discussion 1 minute)**  
Meeting package was received.

MOTION: 2020BP09.25.08 (A. Beswick / F. Khan)

*That, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the agreements, scholarships, bursaries and awards as recommended and approved by the UNBC Senate, for the period June 2020 to August 2020, as presented.*

CARRIED

## 8. **Mandatory and Standing Reports - Public Session**

- a. **Report of the Interim President – G. Payne (Discussion 7 minutes)**

- Regular Report  
Written report received.
- Senate Update
  - Regular Senate meetings were held via Zoom in June, August and September.
  - In August the Interim President provided an update on UNBC's Response to Coronavirus (COVID-19) and in September Kimberly Read, Associate Registrar, Records & Systems provided a presentation on Scheduling.
  - Senate and specifically the Steering Committee of Senate continue discussions related to the Senate Handbook, Senate membership and the principles, purpose and composition of Senate committees in preparation for the launch of the five Faculties structure in April 2021.

(i) **Quarterly Public Reports of the Vice-Presidents, written**

- Interim Provost and Vice-President Academic – M. Dale **(Discussion 2 minutes)**  
Written report received.
- Interim Vice-President, Finance and Administration – C. Smith **(Discussion 4 minutes)**  
Written report received.
  - o Deficit Mitigation and Financial Accountability  
The Interim Vice-President reported that as a result of COVID-19 many Universities will be in a deficit position.
  - o Capital Projects Update  
Update on Capital Projects include: Civil and Environmental Engineering Program Renovations, Northern Baccalaureate Nursing Program Renovations and Physical Therapy and Occupational Therapy Renovations. All projects are on schedule and on budget.
- Acting Vice-President, Research – K. Lewis **(Discussion 4 minutes)**  
Written report provided to the Board on the Board SharePoint Site.
- Vice-President, University Advancement – T. Tribe **(Discussion 4 minutes)**  
The Vice-President, University Advancement's verbal report included ongoing fundraising efforts and Marketing and Recruitment.

The Board Chair welcomed new Faculty Member, Darwyn Coxson, Order-in-Council Members, Joel McKay and Catherine Wishart, and Staff Member, Joyce Henley.

b. **Reports of Committees:**

(i) Finance and Audit Committee – A. Beswick, Chair **(Discussion 5 minutes)**

- Finance and Audit Committee received Quarterly Reports, including General Operating Fund Report to June 30, 2020, Consolidated Financial Report to June 30, 2020 and First Quarter Forecast.

9. **Other Business**  
None.

10. **Adjournment**

MOTION: 2020BP09.25.09 (A. Beswick / F. Kahn)

CARRIED

Adjourned at 12:50 pm.