



BOARD OF GOVERNORS

PUBLIC SESSION MINUTES

Saturday, June 19, 2021

ZOOM Videoconference Only

12:30 PM – 2:30 PM

Present: G. Payne, D. Coxson, P. Sanborn, A. Beswick, M. Reed, A. Robinson (INTERIM CHAIR), G. Stewart, C. Wishart, K. Bach, M. Lo, J. Henley

Regrets: J. McKay

Administration: M. Dale (Interim Provost & Vice-President Academic), Rahim Somani (Vice-President Finance and Administration), K. Lewis (Acting Vice-President Research and Innovation), C. Smith (Associate Vice-President Financial Services), S. Hoff (Governance Officer – Recording)

The meeting commenced at 12:30 pm.

1. Chair's Remarks

Correspondence Received – no correspondence received.

The Interim Chair welcomed everyone and acknowledged the First Nations territories on which we work.

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

2. Approval of Agenda

The Interim Chair requested that “Changes to Calendar Entry – Graduate Tuition” be added to the Agenda under Motions for Approval as item 6.f.

MOTION: 2021BP06.19.01 (G. Payne / G. Stewart)

That, the Agenda for the Public Session of the June 19, 2021 meeting of the Board of Governors be approved as amended.

CARRIED

The Interim Chair reported from the Closed Session that Catherine Wishart was acclaimed as Board Chair. The Interim Chair congratulated Ms. Wishart on her appointment. A. Robinson vacated the Chair and C. Wishart assumed the role of the Chair for the remainder of the meeting.

3. **Approval of Minutes**

a. **Public Session Minutes of May 27, 2021**

MOTION: 2021BP06.19.02 (G. Payne / A. Robinson)

That, the Public Session Minutes of the May 27, 2021 meeting of the Board of Governors be approved as presented.

CARRIED

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

None

5. **President's Annual Report** – G. Payne (**Discussion 2 minutes**)

President's Annual Report received and discussed. The President advised that the President's Annual Report for 2020 and 2021 will be posted on the Office of the President's Website.

6. **Motions for Approval**

a. **Agreements, Scholarships, Bursaries and Awards** – M. Dale (**Discussion 1 minute**)

Meeting package was received.

MOTION: 2021BP06.19.03 (G. Payne / M. Reed)

That, the Board of Governors approves the agreements, scholarships, bursaries and awards as recommended and approved by the UNBC Senate, for May 2021, as presented.

CARRIED

b. **Change(s) to Calendar – Integrated Analytical Skills & Knowledge Program (IASK)** – M. Dale (**Discussion 1 minute**)

The Interim Provost & Vice-President Academic noted that the Integrated Analytical Skills & Knowledge Program has not been offered in a significant amount of time.

MOTION: 2021BP06.19.04 (J. Henley / A. Beswick)

That, the Board of Governors approves the change(s) to the calendar entry for Integrated Analytical Skills & Knowledge Program (IASK), on pages 46, 147, and 242 of the 2020/2021 undergraduate calendar, as recommended and approved by the UNBC Senate, as presented.

CARRIED

c. **Repeal – Visitors Parking Permit Policy** – R. Somani (**Discussion 1 minute**)

The Vice-President Business and Administration advised that as information about Visitor Parking was integrated into the 2002 Traffic and Parking Regulations Policy, the Visitors Parking Permit Policy should be repealed.

MOTION: 2021BP06.19.05 (G. Stewart / G. Payne)

That, on the recommendation of the Audit and Risk Committee, the Board of Governors repeals the Visitors Parking Permit Policy.

CARRIED

d. **Board of Governors Code of Ethical Conduct and Annual Signing** – A. Robinson (**Discussion 1 minute**)

The Chair reviewed the minor revisions outlined in the meeting package and advised that the Governance Officer will coordinate the annual signing with Board Members.

MOTION: 2021BP06.19.06 (M. Reed / A. Robinson)

That, the Board of Governors approves the revised Board of Governors Code of Ethical Conduct, as presented.

CARRIED

e. **2021 / 2022 Mandate Letter** – Approval – A. Robinson (**Discussion 1 minute**)

The Chair reviewed the 2021 / 2022 Mandate Letter from the Ministry of Advanced Education and Skills Training.

MOTION: 2021BP06.19.07 (G. Payne / A. Robinson)

That, the Board of Governors authorizes the Board Chair to sign the 2021 / 2022 Mandate Letter on behalf of the Board.

CARRIED

f. **Changes to Calendar Entry – Graduate Tuition** – K. Lewis (**Discussion 1 minute**)

Materials reviewed and discussed.

MOTION: 2021BP06.19.08 (K. Bach / J. Henley)

That, the Board of Governors approves the changes to the minimum fee for the Master's degree on page 14 and 20 of the 2020/2021 PDF graduate calendar accessible be approved, as presented.

CARRIED

7. Mandatory and Standing Reports - Public Session

a. **Report of the Interim President – G. Payne**

- Regular Verbal Report (**Discussion 3 minutes**)
- Senate Update (verbal)
 - Regular Senate and Senate committee meetings were held via Zoom in March, April and May.
 - The April Senate was the first meeting under the new academic structure with the 5 Faculty Deans.
 - Senate approved changes to the Master of Education program. These changes include changes to the specializations and the change to a fully course-based program which constitutes a new degree and will be coming forward for Board approval in September, prior to submission to the Degree Quality Assessment Board.
 - Senate approved the following three candidates for the title of Professor Emeritus to be recognized at the 2021 Convocation Ceremony:
 - Dr. Henry Harder
 - Dr. Ross Hoffman
 - Dr. Hugues Massicotte
 - Senate approved the list of graduating students for the June 25, 2021 UNBC Annual Convocation.

(i) **Public Reports of the Vice-Presidents, written (Discussion 2 minutes)**

- Interim Provost and Vice-President Academic – M. Dale
Written report received.
- Vice-President, Finance and Administration – R. Somani
Written report received.
 - Climate Change Accountability Report
Written report included in meeting materials.
 - Annual Report on UNBC Harassment and Discrimination Policy – complaints and investigations for the period May 1, 2020 to April 29, 2021
Written report included in meeting materials.

- Acting Vice-President, Research and Innovation – K. Lewis
Written report received.

b. Reports of Committees: (Discussion 3 minutes)

- (i) Audit and Risk Committee – G. Stewart, Chair
The Committee Chair reported that the Committee met on June 10, 2021 and recommended to the Board that the Visitors Parking Policy be repealed and reviewed the Enterprise Risk Management exercise that is being undertaken by KPMG.
- (ii) Executive Committee – A. Robinson, Chair
C. Wishart reported that the Committee met on June 18, 2021 and will be meeting over the summer.
- (iii) Finance and Investment Committee – A. Beswick, Chair
The Committee Chair reported that the Committee met on June 17, 2021 and received the Routine Capital 2020-21 Year End Report, the Northern Sport Centre Ltd. Financials and Annual Report, and the Endowment Portfolio-Annual Update. The Committee also approved an update in the membership of the Investment Advisory Committee and changes to the Investment Managers as recommended by the Investment Advisory Committee.

8. Other Business

a. 2020/21 Institutional Accountability Plan and Report – G. Payne (Discussion 1 minute)

Link to 2019/2020 report for information:

[2019/2020 Institutional Accountability Plan and Report](#)

Notice of Motion for July 2021. Electronic Motion to be distributed in early July.

That, the Board of Governors approves the 2020/21 Institutional Accountability Plan and Report (IAPR) as presented, and releases it to the Ministry of Advanced Education.

The President provided an update on the 2020/21 Institutional Accountability Plan and Report and advised that a draft will be provided to Board Members for their review and comments. A motion to approve the report for submission to the Ministry will be forwarded to the Board electronically in July.

9. Adjournment

MOTION: 2021BP06.19.09 (G. Payne / A. Robinson)
That the Board Public Session be adjourned.

CARRIED

Adjourned at 12:53 pm.