



BOARD OF GOVERNORS

PUBLIC SESSION MINUTES

Saturday, March 19, 2022

ZOOM Videoconference Only

10:45 AM – 12:30 PM

Present: K. Bach, D. Coxson, J. Henley, M. Lo, J. McKay, G. Payne, P. Sanborn, G. Stewart, C. Wishart – CHAIR

Regrets: A. Alexander, A. Beswick, M. Reed – VICE-CHAIR, A. Robinson

Guests: Dr. Caroline Sanders, Acting Chair School of Nursing

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

The meeting commenced at 10:45 am.

1. **Acknowledgement of Territory**

The Chair acknowledged the First Nations territories on which we work.

2. **Chair's Remarks**

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

Correspondence Received – no correspondence received.

The Chair acknowledged that this is the last meeting for graduate student, Michael Lo and thanked him for his service and contributions to the Board.

The Chair advised that new graduate student member, Stephanie Wilford is in attendance via Zoom and that her term starts April 1, 2022. The Chair congratulated Kostas Bach who was re-elected by acclamation to the undergraduate student position.

The Chair acknowledged and recognized the appointment of Dr. Geoff Payne as President and Vice-Chancellor of UNBC.

3. **Approval of Agenda**

MOTION: 2022BP03.19.01 (G. Stewart / D. Coxson)

That, the Agenda for the Public Session of the March 19, 2022 meeting of the Board of Governors be approved as presented.

CARRIED

4. **Approval of Minutes**

a. **Public Session Minutes of January 28, 2022**

OMNIBUS MOTION: 2022BP03.19.02 (G. Payne / G. Stewart)
That, the Public Session Minutes of the January 28, 2022 meeting of the Board of Governors be approved as presented.

CARRIED

b. **Public Session Minutes of February 4, 2022**

OMNIBUS MOTION: 2022BP03.19.02 (G. Payne / G. Stewart)
That, the Public Session Minutes of the February 4, 2022 electronic meeting of the Board of Governors be approved as presented.

CARRIED

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

None

6. **Presentation – Celebrating Nursing in the North** – Dr. Caroline Sanders, Acting Chair School of Nursing (**Presentation & Discussion 29 minutes**)
Dr. Caroline Sanders, Acting Chair School of Nursing, delivered a presentation on Celebrating Nursing in the North. A discussion followed.

J. McKay left the meeting at 11:01 am.

C. Sanders left the meeting at 11:28 am.

7. **Budget 2022/23: Assumptions and Analysis – Presentation** – R. Somani (**Presentation & Discussion 31 minutes**)

The Vice-President, Finance and Administration delivered a presentation on the Budget 2022/23: Assumptions and Analysis. A discussion followed.

R. Somani shared the Consolidated Budget for Audited Statement of Operations for the year ending March 31, 2023 on the screen and advised that it has been uploaded to the Board's SharePoint site.

He noted that as we continue to unify and align the budget process the Board will not need a separate motion to approve the 2022/23 Consolidated Budget for Financial Statement Presentation next year, unless something changes. Moving forward for the next budget cycle we also plan to present capital planning information as part of the budget so there is one unified budget process.

8. **Reports of Committees and Related Motions**

(i) **Audit and Risk Committee** – G. Stewart, Chair

Written report received.

a. **Protection of Privacy Policy** – G. Payne / K. Howitt (**Discussion 4 minutes**)

K. Howitt advised that the Protection of Privacy Policy has been drafted to align with *British Columbia's Freedom of Information and Protection of Privacy Act* (FOIPPA) and the recent substantive changes made to the *Act* in November 2021. The new policy also incorporates the use of surveillance systems to ensure compliance with FOIPPA.

As part of the new framework the policy was made available to the University community for feedback. The feedback received was editorial in nature and there were no substantive changes made to the draft Policy that was presented at the March 1, 2022 Audit and Risk

Committee meeting. A Board member noted that on paragraph 3.0 all of the paragraphs are referenced as 4.0 numbers instead of 3.0 numbers. K. Howitt advised that the numbering will be updated after the meeting.

OMNIBUS MOTION: 2022BP03.19.03 (G. Stewart / G. Payne)

That, on the recommendation of the Audit and Risk Committee, the Board of Governors approves the Protection of Privacy Policy, as presented.

CARRIED

b. Repeal – Privacy and Access to Information Policy – G. Payne / K. Howitt

OMNIBUS MOTION: 2022BP03.19.03 (G. Stewart / G. Payne)

That, on the recommendation of the Audit and Risk Committee, the Board of Governors repeals the Privacy and Access to Information Policy.

CARRIED

c. Repeal – Video Surveillance Policy – G. Payne / K. Howitt

OMNIBUS MOTION: 2022BP03.19.03 (G. Stewart / G. Payne)

That, on the recommendation of the Audit and Risk Committee, the Board of Governors repeals the Video Surveillance Policy.

CARRIED

(ii) Executive Committee – C. Wishart, Chair

Written report received.

a. Board of Governors Code of Ethical Conduct – Annual Review and Signing – C. Wishart (Discussion 1 minute)

C. Wishart advised that S. Hoff will distribute the Board of Governors Code of Ethical Conduct to Board Members by email for review and signing.

(iii) Finance and Investment Committee – A. Beswick, Chair

Written report received. C. Wishart provided the Finance and Investment Committee report on behalf of A. Beswick.

a. 2022/23 Consolidated Budget – R. Somani (Discussion 1 minute)

Materials were reviewed.

MOTION: 2022BP03.19.04 (C. Wishart / G. Payne)

That, on the recommendation of the Finance and Investment Committee, the Board of Governors approves the 2022/23 Consolidated Budget, as presented.

CARRIED

b. 2021/22 Consolidated Budget for Financial Statement Presentation – R. Somani (Discussion 1 minute)

Materials were reviewed.

MOTION: 2022BP03.19.05 (C. Wishart / G. Payne)

That, on the recommendation of the Finance and Investment Committee, the Board of Governors approves the 2021/22 Consolidated Budget for Financial Statement Presentation for the University of Northern British Columbia, as presented.

CARRIED

- c. **Changes to Undergraduate/Graduate Calendars – Recognition of Indigenous Rights – M. Dale (Discussion 2 minutes)**

Materials were reviewed and received. M. Dale advised that this motion was approved by the Senate on February 23, 2022.

MOTION: 2022BP03.19.06 (C. Wishart / G. Stewart)

That, on the recommendation of the Finance and Investment Committee the Board of Governors approves, that the expression of recognition of Indigenous rights for admission processes, be added on page 21 of the 2021/2022 graduate and page 22 of the 2021/2022 undergraduate calendar, as recommended and approved by the UNBC Senate, as presented.

CARRIED

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

Meeting package was received.

MOTION: 2022BP03.19.07 (C. Wishart / G. Payne)

That, on the recommendation of the Finance and Investment Committee, the Board of Governors approves the agreements, scholarships, bursaries and awards as recommended and approved by the UNBC Senate, for the period of January 2022 to February 2022, as presented.

CARRIED

9. **Mandatory and Standing Reports - Public Session**

a. **Report of the Interim President – G. Payne (Discussion 5 minutes)**

- Regular Report
Written report received.
- COVID-19 – Update (verbal)
 - The Interim President provided an update on COVID-19 and noted that his written report was prepared prior to the removal of the mask mandate. He advised that although the mask requirement at our campuses has been removed the University strongly recommends that masks be worn in all indoor public areas aligning with the Provincial Health Officer orders.
- Senate Update (verbal)
 - Regular Senate and Senate committee meetings were held via Zoom in November, January and February.
 - Senate renewed several exchange agreements.
 - Senate approved a Memorandum of Agreement with the University of British Columbia for the Master of Occupational Therapy – Northern.
 - Senate approved revisions of the Terms of Reference for the Senate Committee on Nominations and the Senate Committee on First Nations and Aboriginal Peoples which is now called the Senate Committee on Indigenous Initiatives (SCII).
 - Senate approved a Memorandum of Understanding with the University of British Columbia and Northern Health regarding the Northern Centre for Clinical Research.
 - Senate approved the 2021/2022 Award Recipients, 1 candidate for Professor Emeritus, and a list of candidates for Honorary Doctor of Law Degrees.

b. **Public Reports of the Vice-Presidents, written (Discussion 3 minutes)**

- Interim Provost and Vice-President Academic – M. Dale
Written report received.

M. Dale noted that in this morning's Closed session the Board received a presentation by our Registrar and Interim Registrar Elect on the changes to the International Education portfolio and how it fits in better alignment with other aspects of student recruitment and student success. He suggested that the Board request a presentation from the student success portfolio in the fall.

- Vice-President, Finance and Administration – R. Somani
Written report received.
- Acting Vice-President, Research and Innovation – K. Lewis
Written report received.

10. Other Business

- a. FIPPA – Annual Statistical Report – G. Payne (**Discussion 1 minute**)
Report received.
- b. Correspondence from Ministry of Advanced Education and Skills Training re: Institutional Accountability Plan and Report – G. Payne (**Discussion 2 minutes**)
Received and discussed.
- c. Schedule of Upcoming UNBC Events
 - Convocation for the Class of 2022 – Friday, May 27, 2022 – Prince George Campus
 - Office of Indigenous Initiatives: Celebration of the Spring Equinox and opening of the Ceremonial Fire Circle and Elders' welcome area – March 30, 2022
 - The Doug Little Memorial Dinner and Lecture – Guest Speaker: Dr. Suzanne Simard – April 7, 2022

11. Adjournment

MOTION: 2022BP03.19.08 (M. Lo)
That the Board Public Session be adjourned.

CARRIED

Adjourned at 12:25 pm.