

BOARD OF GOVERNORS - PUBLIC SESSION MINUTES

Saturday, June 14, 2014

9:13am – 11:11am

UNBC Senate Chambers

Participants:

Stephen Bennett, Louise Burgart, Andy Clough, Mark Dale, Kathy Lewis, John MacDonald (regrets), Judy Mason, Ryan Matheson, Glen Montgomery, Shannon Norum, Harry Nyce Sr.(regrets), Don Prior (regrets), Jonathan Swainger, John Turner, Simon Yu

UNBC Representatives (Non-Voting):

Ranjana Bird (Vice-President Research), Eileen Bray (Vice-President Administration and Finance), John Young (Acting Vice-President Academic and Provost) (regrets), Rob van Adrichem (Vice-President External Relations), Denise Nagy (EA, Board of Governors - Recording), Blanca Schorcht (Dean of the College of Arts, Social and Health Sciences)

1. Chair's Remarks

The Chair thanked all in attendance today. We recognize that we are meeting on traditional territory of the Lheidli T'enneh. Welcome to the new members to the board; Jonathan, Stephen and Shannon. This year's Convocation held in Prince George was a great event. There is a lot of work that goes into it, thank you to everyone who helped make it successful. We had a tour of the Wood Innovation Design Centre downtown Prince George, thank you for arranging this.

NOTE: *The Board of Governors Agenda for the Public Session consists of a consent agenda and a regular agenda. The consent agenda contains items that are routine and non-controversial, and 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 will be placed on the regular agenda. The Chair will ask for approval of the items or motions on the consent agenda as follows:*

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

Agenda Items 6.b., 6.h. and 7.a. will be moved from the consent to regular agenda.

2. Approval of Agenda

MOTION: 2014BP06.14.01

Mover: R. Matheson Seconder: S. Yu

That, the Agenda for the Public Session of the June 14, 2014 meeting of the Board of Governors be approved, as presented.

CARRIED

3. Approval of Minutes

a. March 29, 2014

MOTION: 2014BP06.14.02

Mover: J. Mason Seconder: R. Matheson

That, the Public Session Minutes of the March 29, 2014 meeting of the Board of Governors be approved, as presented.

CARRIED

b. May 29, 2014

The Board has requested that the Canada West Cost Analysis be moved to the next meeting in September.

MOTION: 2014BP06.14.03

Mover: L. Burgart Seconder: J.Mason

That, the Public Session Minutes of the May 29, 2014 meeting of the Board of Governors be approved as presented.

CARRIED

5. Human Resources Committee – Judy Mason, Chair

a. Currently Advertised Faculty Positions (discussion) – J. Young (B. Schorcht representing Provost)
There are a number of quality applicants.

b. Harassment & Discrimination (information) – M. Dale

6. Finance and Audit Committee – Louise Burgart, Chair

a. Enrolment Report (discussion) – J. Young (B. Schorcht representing Provost)

The report in the package as of May 1st, 2014 and reflects the report for new students but not all students. The grad registrations tend to follow later on a separate report. Regional numbers were discussed in detail. In enrollments and recruitment, there was opportunity for a student travel fund with one time funding for reimbursement if travelling to our campus in Prince George. Our applications are very strong this year from on the spot admissions; these are now removed from the report. We don't have a concern with any delays in processing applications. Three weeks ago the admissions process is run from the high schools and we are update on this process. We are dealing with declining high school graduates in our regions. We are hopeful that the boom in our economy will reflect in an increase in population in our regions. We are starting to see this in places like Kitimat.

b. Capital Projects Update (information) – E. Bray

The question regarding the establishment of funds to be set aside for future maintenance and repairs on this equipment and what planning is taking place on having the money available was asked by the Board. Finance does have an annual capital allowance. We have allocated funds for maintenance in the budget and this includes parts needed to keep the equipment working for its expected life span. We maintain a capital equipment replacement fund and review the amounts contributed to it annually in correlation with the budget process.

c. Five Year Capital Plan (approval) – E. Bray

This is a template that we populate for the ministry. This is the same capital requests as in previous years. We also report to the government that we would not attract any provincial government grant support, as indicated at the end of this report. This is a communication tool from us to government. We are putting forward the areas that have growth potential and requirements and are hoping some funds will come forward from the government. This plan integrates the core review and institutional accountability plan and is consist with our overall message. Repurposing of space and the impact of this going forward is important. The government is looking more positively on this. The government sees that we are not meeting our targets sees that we should have space.

MOTION: 2014BP06.14.04

Mover: S. Yu Seconder: R. Matheson

That, the Finance and Audit Committee recommends to the Board of Governors the approval of the Five Year Capital Plan for the University of Northern British Columbia, as presented.

CARRIED

d. Agreements, Scholarships, Bursaries & Awards (information) – M. Dale

e. Routine Capital Year End Report (information) – E. Bray

f. Northern Sport Centre Ltd. Financials (approval) – E. Bray
Northern Sport Centre Limited is the governing body, consisting of UNBC and the city of Prince George. These financials are also required to have approval from city council.

MOTION: 2014BP06.14.05

Mover: R. Matheson Second: J. Mason

That, the Finance and Audit Committee recommends to the Board of Governors the approval of the Northern Sport Centre Limited Income Statement and Retained Earnings for the year ended March 31/14.

CARRIED

g. Debt Schedule Report (information) – E. Bray

h. Endowment Investment Portfolio Update (information) – E. Bray

ACTION: The Board has requested that a report be provided regarding the major investments for them to review.

We have a nice growing pool of money that is beneficial to our institution. We do have pooled investments and many different resources and this gives us much more competitive rates. We do see better investment returns with the diversity of the investments. The new investments tend to be dependent on these funds.

i. Northern Sport Centre Annual Report (information) – E. Bray

7. **Governance Committee – Ryan Matheson, Chair**

a. Institutional Accountability Plan and Report (approval) – M. Dale

M. Dale noted that wording will be changed from “strike vote” to “certification vote”. In reference to the tables on page 155, the numbers come from surveys that the government administers. The numbers come also from a combination of reporting that we do in conjunction to the government surveys. Sections 1, 2 and 3 are mandated by the government. It is intentional that our reports to the government all speak together. Once the text is finalized, we will include photographs of the transformation of Northern BC as the result of UNBC. Data can be accessed through the UNBC website in institutional reports. Competition is a key message we want the ministry and government to understand regarding the number of students coming to UNBC from outside our region as we are competing with other institutions.

MOTION: 2014BP06.14.06

Mover: L. Burgart Second: S. Norum

That, on the recommendation of the Governance Committee, the Board of Governors approves the 2014/15 – 2016/17 Institutional Accountability Plan and Report for the University of Northern British Columbia, as presented.

CARRIED

8. **Office of External Relations – Rob van Adrichem**

a. Office of External Relations Report (discussion) – R. van Adrichem

- (i) Fundraising Report
- (ii) Communications with Stakeholders
- (iii) Report on Government Relations

There has been communication with stakeholders. We are working with several community groups to do a large number of stories about northern development, through the lens of youth by in large highlighting UNBC grads, to run over the next year. We will have a goal regarding philanthropy during the 25th Anniversary year as things are moving very quickly. A program has been established to connect with the original 16k founders. We will be working with both local and regional media to do major publicity campaigns to encourage the original 16k to

connect and reengage with us. Providing an option if they choose to give as a donor as many people want to be part of this again from 25 years ago. We are trying to show how donor support is enhancing the university to support our mission and we should talk about our grads more than we currently do. The community wants to hear that the university is providing the capacity for the future needs of our communities. We are looking for the founders of the next generation for the next 25 years, to leave their legacy for the future.

9. Office of Research – Ranjana Bird

a. Office of Research Report (discussion) – R. Bird

R. Bird was recently on a visit to china, as there are opportunities for collaboration with several institutions having common goals to UNBC. We are working on an effort to build relationships with First Nations. One research staff member devotes three quarters of her time to work on this, in which area we are making progress. We have a protocol agreement with Lheidli T'enneh and we are working with the Faculty Association moving forward.

10. President's Report

a. Report on President's Activities (information)

b. University Plan Update (information)

M. Dale has been busy preparing the way for the new president with the predominate theme of communication. There have been informal meetings with various UNBC supporters in the community. We joined with SFU and UBC on the Bill Goode radio show. M. Dale will host a second informal presentation to UNBC community regarding communication. Core review activities included meetings with RUCBC. M. Dale attended the NCGLA in Fort St. John during this past springs' convocation tours. It has been a learning experience for M. Dale, both enjoyable and challenging.

11. Chancellor's Report

The Chancellor recognized the efforts of M. Dale during convocation and offered words of encouragement to all the students.

12. Other Business

a. Terms of Reference for the UNBC Chancellor Advisory Task Force (CATF) (Approval) – R. Matheson
The information provided in this package details the process for the renewal of the Chancellor. The alumni association brings forward the names for the proposed Chancellor. There is now an opportunity to look at the procedures that need to be put into place to manage this process, so that they are ready to go when the next rotation of replacing a chancellor is required.

MOTION: 2014BP06.14.07

Mover: S. Yu Seconder: L. Burgart

That, on the recommendation of the Governance Committee, the Board of Governors the approves the Terms of Reference for the UNBC Chancellor Advisory Task Force (CATF), as presented.

CARRIED

Adjournment

MOTION: 2014BP06.14.08

Mover: R. Matheson Seconder: J. Mason

CARRIED