

BOARD OF GOVERNORS - PUBLIC SESSION MINUTES

Saturday, September 20, 2014

9:16am – 10:05am

Northwest Community College Smithers Campus

Participants:

Stephen Bennett, Andy Clough (*regrets*), Carolee Clyne, Kathy Lewis, John MacDonald, Judy Mason (*regrets*), Ryan Matheson (*regrets*), Shannon Norum (*regrets*), Harry Nyce Sr., Don Prior, Jonathan Swainger, John Turner, Dan Weeks, Simon Yu

UNBC Representatives (Non-Voting):

Ranjana Bird (Vice-President Research), Eileen Bray (Vice-President Administration and Finance), Mark Dale (Vice-President Academic and Provost), Rob van Adrichem (Vice-President External Relations), Denise Nagy (EA, Board of Governors - Recording)

1. Chair's Remarks

Welcome to everyone here today in Smithers and it is recognized that we are on the traditional territory of the Wet'suwet'en. We have two new board members here today, Carolee Clyne and Daniel Weeks. Special recognition to Mark Dale for his term as interim President, and to all of the Senior Management for stepping up during the Presidential Search process, thank you to all.

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: 2014BP09.20.01

Mover: J. MacDonald Seconder: K.Lewis

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

CARRIED

2. Approval of Agenda

MOTION: 2014PB09.20.02

Mover: J. Swainger Seconder: J. MacDonald

That, the Agenda for the Public Session of the September 20, 2014 meeting of the Board of Governors be approved, as presented.

CARRIED

3. Approval of Minutes

a. June 14, 2014

MOTION: 2014PB09.20.03

Mover: D. Prior Seconder: C. Clyne

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

CARRIED

b. July 31, 2014

MOTION: 2014PB09.20.04

Mover: C. Clyne Seconder: J. MacDonald

That, the Public Session Minutes of the July 31, 2014 meeting of the Board of Governors be approved as presented.

CARRIED

4. **Business Arising**

a. Financial Implications of Canada West (information) – M. Dale

Two aspects of financial implications are past expenses and going forward to what extent will there be over expenditures. To date we have been successful in fund raising. The Provost has been working with the Director to ensure that the projections make sense. There may however be some changes to the schedule but overall we are in good shape. This league is much more expensive and some years ago an additional allocation was designated to cover the increase in costs. We need more time to really look at the cost benefit of Canada West before we make the decision to end our relationship. If we decide to end our relationship we can never get back into this league. We need to determine if being in this league can be used to our advantage.

Action: Include Canada West expenses as part of annual year end reports to the Board.

5. **Human Resources Committee – Don Prior, Chair**

a. Currently Advertised Faculty Positions (discussion) – M. Dale

The information is in the package. We have had a couple of failed searches. In one an offer was made but rejected due to rank. Salary was not the issue in this failed search.

6. **Finance and Audit Committee – Simon Yu, Chair**

a. Financial Information Act Report (approval) – E. Bray

The Financial Information Act Report is a public sector requirement to supply this information for consolation purposes and the report is submitted each year in September. The information is provided in package. We are going to try to provide in the total remuneration information regarding salaries versus other expenses. However this format is how we must report this. This report is public information.

MOTION: 2014PB09.20.05

Mover: D. Weeks Seconder: C. Clyne

That, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the Financial Information Act Report to March 31, 2014.

CARRIED

b. Audited Pension Plan Financial Statements to December 31, 2013

Additional walk in information has been provided to the Board members. In the Auditors report the audit opinion is clean. The calendar year includes consolidation of all members in the plan. There is a trustee group that manages, monitors and administers our pension plan.

MOTION: 2014PB09.20.06

Mover: D. Weeks Seconder: J. Swainger

That, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the Audited Pension Plan Financial Statements to December 31, 2013.

CARRIED

c. Quarterly Forecasts (discussion) – E. Bray

The information is provided in package and is based our 1st quarter end. This report is required by the Minister of Finance and we prepare this report based on the budget mandate as approved by the Board of Governors.

d. Quarterly Reports (information) – E. Bray

- (i) General Operating Fund Report to June 30, 2014
- (ii) Consolidated Financial Report to June 30, 2014

e. UNBC Childcare Society Budget (information) – E. Bray

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

g. Enrolment Report (information) – M. Dale

Overall we are down in number of students. There is good news in the Environmental engineering and social work numbers. Demographic forces are not going to be easy to overcome in getting our numbers up. An example in a change in demographic is an increase in Social Work due to cohort with Langara College. The yield rate is the number of registered versus the numbers that actually apply. Originally this was to compare current performance against the historical maximum. We have never achieved the current Ministry target.

h. Agreements, Scholarships, Bursaries and Awards (information) – M. Dale

i. Human Resources Thrive Program 2014 (information) – E. Bray

j. Regional Operations Report (information) – M. Dale

Thank you to Blanca Schorcht the current Acting Dean of Regional Programs for providing the Board this report.

7. Office of External Relations – Rob van Adrichem

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

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

The fundraising report provides information regarding the sustainable communities' project. Given current government funding constraints, UNBC has committed some money to this project. The balance consists of capital funding through external sources.

A major item of relationship building with northern communities has been the Northern Medical Program Trust. R. van Adrichem has been working with trust directors to review the Northern Medical Program Trust.

There has been outreach through the media to reengage with the original university founders, focusing on founders who have children or grandchildren at UNBC. The campaign will be launching next week.

8. Office of Research – Ranjana Bird

Office of Research Report (discussion) – R. Bird

The report is in the package and a brief update was provided by R. Bird.

9. President's Report

The President thanked everyone for the incredible welcome he has received over the past 19 days, it has been an excellent learning experience. Highlights of the events and meetings that the President has participated in were provided in the synopsis of his report to the board. The President plans to visit Victoria and Ottawa on regular basis going forward. In closing, the President thanked the leadership and management at UNBC as they have done an outstanding job in easy himself and Fay into the community.

10. Chancellor's Report

The Chancellor advised that is it time to start thinking of the things that we can be world class at, given the current state of our downturn in enrollment. We need to try to do things that other universities are not able to do to set us apart. It is a good time for us to make this start.

11. Other Business

Board member H. Nyce Sr. thanked the other members for their comments and support during a difficult time for him personally it means a lot to him.

Adjournment

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| MOTION: 2014PB09.20.07 Mover: K. Lewis Seconder: J. Swainger CARRIED |
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