

BOARD OF GOVERNORS

PUBLIC SESSION MINUTES

Friday, September 16, 2016

8:30 AM – UNBC Campus, Terrace

Present: J. Moore (arrived at 10:35 am), D. Weeks, K. Beeler [teleconference], K. Lewis, K. LaForge, R. Matheson (CHAIR), H. Nyce, Sr., L. Ongman [teleconference at 11:00 am], S. Simmons, S. Yu [teleconference], T. Wolsey (VICE-CHAIR), J. Ziebart [teleconference], W. Schwab, C. Clyne

Regrets: M. Ifem

Administration: D. Ryan (Interim Vice-President Academic & Provost), R. Knight (Vice-President of Finance and Business Operations), G. Payne (Interim Vice-President Research), T. Tribe (Vice-President University Advancement), B. Daigle (Associate Vice-President People, Organizational Design and Risk), C. Smith (Associate Vice-President Financial Services), H. Sanford (University Secretary), S. Hoff (Governance Officer – Recording), K. Howitt (Governance Officer)

The meeting commenced at 8:40 am.

1. **Chair's Remarks**

The Chair welcomed everyone and acknowledged that the meeting is taking place on the traditional territory of the Tsimshian.

The Chair welcomed Dr. Mark Dale, Dean of Regional Programs & Drs. Phil Burton and Titi Kunkel, Regional Chairs.

2. **Approval of Agenda**

Amendments: K. Lewis requested that 6.e. be removed from the Agenda and 8.a. discussion on directions for Co-Op and the President's Leadership Fellow be added to the Agenda.

W. Schwab requested that 8.b. discussion on student compensation for the Academic Planning Committees be added to the Agenda.

MOTION: 2016BP09.16.01 (W. Schwab / K. Lewis)

That, the Agenda for the Public Session of the September 16, 2016 meeting of the Board of Governors be approved as amended.

CARRIED

3. **Approval of Minutes**

a. Public Session Minutes of March 18, 2016

MOTION: 2016BP09.16.02 (K. LaForge / T. Wolsey)

That, the Public Session Minutes of the March 18, 2016 meeting of the Board of Governors be approved as presented.

CARRIED

- b. Public Session Minutes of May 5, 2016
- c. Public Session Minutes of May 20, 2016
- d. Public Session Minutes of May 26, 2016
- e. Public Session Minutes of June 17, 2016
- f. Public Session Minutes of July 15, 2016

OMNIBUS MOTION: 2016BP09.16.03 (C. Clyne / K. Lewis)
That, the Public Session Minutes of the May 5, 2016, May 20, 2016, May 26, 2016, June 17, 2016 and July 15, 2016 meeting of the Board of Governors be approved as presented.
 CARRIED

4. **Special Presentation – “Regional Programs – Past, Present, Future”** (Dr. Mark Dale, Dean of Regional Programs & Drs. Phil Burton and Titi Kunkel, Regional Chairs) (apx. 45 min)
 Drs. Mark Dale, Phil Burton and Titi Kunkel delivered a presentation on Regional Programs – Past, Present, Future. A discussion followed.

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

- a. Re: action item arising from the *Harassment & Discrimination Report* – B. Daigle provided clarification re: respective roles of Managers and Human Resources in hiring, discipline and termination.

6. **Mandatory Reporting and Motions for Approval**

- a. **Quarterly Forecasts and Quarterly Reports** – R. Knight / C. Smith

- (i) General Operating Fund Report to June 30, 2016
- (ii) Consolidated Financial Report to June 30, 2016

Report presented and discussed.

(10:30 am - 10:45 am – break)

- b. **Financial Information Act Report** (approval) – R. Knight
 Report presented and discussed.

MOTION: 2016BP09.16.04 (C. Clyne / S. Simmons)
That, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the Financial Information Act Reports to March 31, 2016 as presented.
 CARRIED

Action item: C. Smith to provide clarification re: questions raised with respect to Compass Groups.

- c. **Five Year Capital Plan** (approval) – R. Knight
 Plan presented and discussed.

MOTION: 2016BP09.16.05 (D. Weeks / H. Nyce)
That, the Board of Governors approves the 2017/18 to 2020/21 Five Year Capital Plan for the University of Northern British Columbia, as presented.
 CARRIED

- d. **Undergraduate Engineering Programs – Approval of Programs in Principle – D. Ryan**
Background and materials presented and discussed.

MOTION: 2016BP09.16.06 (C. Clyne / D. Weeks)

That the Board of Governors approves the establishment of UNBC's Undergraduate Civil Engineering Program, subject to confirmation of funding, and that: the Board of Governors approves the establishment of UNBC's Environmental Engineering Program, subject to confirmation of funding.

CARRIED

- e. **Delegation of Authority – Approval of Scholarships Bursaries and Awards (approval) – D. Ryan**

This item was tabled at Finance and Audit Committee and will be brought forward at a future meeting.

7. **Standing Reports - Public Session**

a. **Report of the President – D. Weeks**

(i) **Reports of the Vice-Presidents**

- Vice-President Academic and Provost
Verbal report.
- Vice-President Finance and Business Operations
No report.
- Vice-President of Research
Verbal report.
- Vice-President University Advancement
Report received.

Verbal reports provided by the President and Vice-Presidents.

b. **Reports of Committees:**

(i) Human Resources Committee – C. Clyne, Chair

No report.

(ii) Governance Committee – K. Lewis, Chair

The Committee Chair asked that the Board review the following:

- a. Reporting Requirements for BC Public Post-Secondary Institutions from the Ministry of Advanced Education which can be found on the SharePoint site;
- b. UNBC Board of Governors Full Board Evaluation Report and provide feedback to H. Sanford;
- c. Chancellor Nomination, Selection and Appointment process and provide feedback to H. Sanford; and
- d. Terms of Reference for the committee that you sit on and provide feedback to the Governance Committee.

(iii) Finance and Audit Committee - S. Simmons, Chair

The Committee Chair advised that the Finance and Audit Committee Chair met with each member of the Committee over the summer to review the Committee's Terms of Reference. Questions and comments have been provided to H. Sanford.

8. **Other Business**

a. **Directions for Co-Op and the President's Leadership Fellow – K. Lewis**

The call has gone out for the President's Leadership Fellow. It will be re-posted and re-announced.

b. **Student compensation for the Academic Planning Committees – W. Schwab**

Issue of compensation for students who serve on the Academic Planning Committees was raised.

c. Acknowledgement of Departing Board Member

The Chair acknowledged that this is the last meeting for undergraduate student representative, W. Schwab, and thanked Mr. Schwab for his service and contributions to the Board.

9. Adjournment

MOTION: 2016BP09.16.07 (H. Nyce / T. Wolsey) CARRIED

The meeting ended at 12:20 pm.