

BOARD OF GOVERNORS

PUBLIC SESSION MINUTES

Friday, September 14, 2018

Senate Chambers

(Room 1079 Charles J McCaffray Hall)

9:30 AM – 12:00 PM

Present: D. Weeks (teleconference), K. Beeler, K. Reimer, A. Ekman, O. Godwin, L. Ongman, A. Robinson, S. Simmons (VICE-CHAIR), B. Ward-Burkitt, T. Wolsey (CHAIR) (teleconference), M. Maslen, C. Ingram

Regrets: M. Barnes, T. Carmack, J. Moore

Administration: D. Ryan (Provost & Vice-President Academic), R. Knight (Vice-President Finance and Business Operations), G. Payne (Vice-President Research and Graduate Programs), T. Tribe (Vice-President University Advancement - teleconference), 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)

The meeting commenced at 9:35 am. The President, Board Chair and Vice-President University Advancement attended in Fort St. John via Blue Jeans video conferencing.

1. Chair's Remarks and Declarations of Conflict

The Chair welcomed everyone and acknowledged that the meeting in Prince George was taking place on the traditional territory of the Lheidli T'enneh and in Fort St. John on the traditional territories of the Treaty 8 First Nations. The Chair called for any declarations of conflict with items on the Public Agenda.

The Chair acknowledged that this was the first meeting of Order in Council – External Member, O. Godwin and Order in Council – External Member, B. Ward-Burkitt, and welcomed both to the Board.

The Chair and President Weeks met with the Board Chair and the Vice President Academic and Research of Northern Lights College yesterday afternoon. The Chair, President and VP Advancement also attended a very successful event hosted by the UNBC Alumni Office in Fort St. John the evening prior.

The Chair advised that the Call for Nominations for Honorary Degrees will go out next week to the University Community. Once the call goes out the Board Office will forward a link to the nomination forms to Board Members who may be interested in submitting a nomination.

2. Approval of Agenda

MOTION: 2018BP09.14.01 (S. Simmons / C. Ingram)

That, the Agenda for the Public Session of the September 14, 2018 meeting of the Board of Governors be approved as presented.

CARRIED

3. **Approval of Motions on the Consent Agenda**

MOTION: 2018BP09.14.02 (L. Ongman / M. Maslen)
That the motions on the Consent Agenda, except for those removed for placement on the Regular Agenda, be approved as presented.

CARRIED

4. **Approval of Minutes**

a. **Public Session Minutes of June 15, 2018 and July 16, 2018**

OMNIBUS MOTION: 2018BP09.14.03 (L. Ongman / B. Ward-Burkitt)
That, the Public Session Minutes of the June 15, 2018 meeting of the Board of Governors be approved as presented.

That, the Public Session Minutes of the July 16, 2018 special meeting of the Board of Governors be approved as presented.

CARRIED

5. **Presentation – Nursing in the North East** – D. Ryan (**Discussion – 15 minutes**)

D. Ryan made a brief presentation on the progress of the proposed Bachelor of Science in Nursing Program to be delivered in the Northeast. A discussion followed.

6. **2019/20 Integrated Planning Update** – D. Ryan (**Discussion – 45 minutes**)

D. Ryan made a presentation on progress on Integrated Strategic Planning and the proposed academic administrative restructuring. A discussion followed.

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

None

8. **Motions for Approval**

a. **Financial Information Act Report (approval)** – R. Knight (**Discussion – 7 minutes**)

The *Financial Information Act* Report was presented and discussed.

MOTION: 2018BP09.14.04 (S. Simmons / A. Ekman)
That, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the Financial Information Act Report to March 31, 2018 as presented.

CARRIED

b. **Five Year Capital Plan (approval)** – R. Knight (**Discussion – 15 minutes**)

The Five Year Capital Plan was presented by S. Rennick, Director, Facilities and Capital Planning and was discussed.

MOTION: 2018BP09.14.05 (A. Robinson / L. Ongman)
That, the Board of Governors approves the 2019/20 to 2023/24 Five Year Capital Plan for the University of Northern British Columbia, as presented.

CARRIED

c. **Agreements, Scholarships, Bursaries and Awards – D. Ryan – CONSENT AGENDA**

MOTION: 2018BP09.14.06 (L. Ongman / M. Maslen)

That, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the establishment of agreements, scholarships, bursaries and awards as recommended by the Senate, for the period June 2018 to July 2018, as presented.

CARRIED (consent agenda)

d. **Board Rules – H. Sanford – CONSENT AGENDA**

MOTION: 2018BP09.14.07 (L. Ongman / M. Maslen)

That, on the recommendation of the Governance Committee, the Board of Governors approves the Revised Board Rules as amended.

CARRIED (consent agenda)

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

a. **Report of the President – D. Weeks (Discussion – 6 minutes)**

- Senate Update (verbal)

Quorum was not achieved for the August Senate meeting. The next regular Senate meeting is September 26th.

The President's verbal report included the following topics:

- Congratulations to those responsible for another successful student residence move-in day and student orientation.
- Welcome back get together for faculty and staff.
- Proposed development and expansion of the David Douglas Botanical Gardens.
- Update on the Campus Master Planning initiative.
- Change in the Senior Leadership Team – B. Daigle will now report directly to the President.

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

- Provost and Vice-President Academic (**Discussion – 3 minutes**)

The Provost and Vice-President Academic's verbal report covered the following topics:

- Academic Planning including the Student Success Roadmap, Orientation, and Housing.
- Regional Programs Annual Report
Report prepared by the Dean of Regional Programs - received.
- Recruitment & Enrolment Report
Written report included in meeting materials.

- Vice-President, Finance and Business Operations

- Deficit Mitigation and Financial Accountability (**Discussion – 5 minutes**)
Verbal report.

- Capital Projects Update (**Discussion – 1 minute**)
Verbal report.

- Housing Report – (**Discussion – 13 minutes**)

L. Haslett, Director of Business Services and Continuing Studies, reviewed the Housing Report Summary with the Board. A business case and financial model for a proposal that will be made to the Province for financial assistance to build another residence, will be brought to the Board, most likely in November.

- Campus Master Plan Update (**Discussion – 1 minute**)
Verbal report.

- Vice-President, Research and Graduate Programs (verbal)

The Vice-President, Research and Graduate Programs deferred his report to the Closed Session.

- Vice-President, University Advancement (**Discussion – 4 minutes**)
The Vice-President, University Advancement’s verbal report covered the following topics:
 - Development of a University Ceremonies and Protocol Guide.
 - Updating of the UNBC Visual Identity and Graphic Standards Manual to support marketing and enrolment efforts.
 - The University has a partnership with the David Douglas Botanical Society and the Advancement Office will work with the Society and lead efforts to fundraise, market, build and operate an expanded Botanical Garden.
 - Upgrade to the University’s web management system.
 - The Northern Leadership Campaign will conclude and be celebrated at our October 18th Donor Appreciation event.

- Associate Vice-President People, Organizational Design and Risk (verbal) (**Discussion – 4 minutes**)
The Associate Vice-President People, Organizational Design and Risk’s verbal report covered the following topics:
 - Safety - a more fulsome report will come to the Board in November.
 - A revised Respect in the Workplace Policy will be brought to the Board in November.
 - Update on internal Leadership Development Course being offered by Human Resources – “Leading from the Middle”.
 - President’s Leadership Initiative for exempt employees.

b. **Report of the Chancellor** (verbal)
No report.

c. **Reports of Committees: (Discussion – 2 minutes)**

- (i) Human Resources Committee – T. Carmack, Chair
No report.
- (ii) Governance Committee – T. Wolsey, Chair
 - The Governance Committee reviewed the Guide to the annual cycle of Board agenda items, Board Rules, Members’ terms and expiry dates, Board attendance and the annual schedule of Board meetings.
- (iii) Finance and Audit Committee - S. Simmons, Chair
 - Finance and Audit Committee received Quarterly Reports, including General Operating Fund Report to June 30, 2018, Consolidated Financial Report to June 30, 2018 and First Quarter Forecast.
 - The Chair added “Investment Advisory Committee Vacancies” to the Finance and Audit Committee Agenda and it was discussed.

10. Other Business

None

11. Adjournment

MOTION: 2018BP09.14.08 (A. Robinson)
CARRIED

Adjourned at 11:50 a.m.