

BOARD OF GOVERNORS

PUBLIC SESSION MINUTES

Friday, March 15, 2019

Senate Chambers

(Room 1079 Charles J McCaffray Hall)

9:45 AM – 12:15 PM

Present: J. Moore, D. Weeks, K. Beeler, K. Reimer, T. Carmack, O. Godwin, K. Manhas, L. Ongman, A. Robinson, T. Wolsey (CHAIR), M. Maslen, C. Ingram

Regrets: M. Barnes, A. Ekman, B. Ward-Burkitt

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

The meeting commenced at 9:47 am.

1. Chair's Remarks and Declarations of Conflict

The Chair welcomed everyone and acknowledged that the meeting was taking place on the traditional territory of the Lheidli T'enneh and noted the new carpet inlay in the Senate Chambers designed in consultation with the Lheidli T'enneh. The Chair called for any declarations of conflict with items on the Public Agenda. No conflicts were noted.

The Chair acknowledged that this is the last meeting for undergraduate student, M. Maslen, and graduate student, C. Ingram and thanked them for their service and contributions to the Board. The Chair advised that new undergraduate student member, G. Staats and new graduate student member F. Khan were in attendance in the gallery and that their terms start April 1, 2019.

The Chair advised that there will be a motion in the Closed Session appointing a new Chancellor and acknowledged that this is the last meeting of our Chancellor the Honourable James Moore and thanked him for his service and contributions to the Board. B. Best, Manager of Aboriginal Student Engagement at the First Nations Centre presented him with a gift of a drum.

The Chair congratulated Order in Council Board Member, Lee Ongman on recently being appointed Queen's Council.

2. Approval of Agenda

MOTION: 2019BP03.15.01 (T. Carmack / J. Moore)

That, the Agenda for the Public Session of the March 15, 2019 meeting of the Board of Governors be approved as presented.

CARRIED

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

MOTION: 2019BP03.15.02 (T. Carmack / J. Moore)
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 November 23, 2018 and February 1, 2019**

OMNIBUS MOTION: 2019BP03.15.03 (C. Ingram / K. Reimer)
That, the Public Session Minutes of the November 23, 2018 meeting of the Board of Governors be approved as presented.

That, the Public Session Minutes of the February 1, 2019 meeting of the Board of Governors be approved as presented.

CARRIED

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

None

6. **General Operating and Ancillary Budgets – Framework 2019/2020 – Presentation** – D. Ryan
(Discussion - 45 minutes)

D. Weeks reviewed the Financial Planning Context with the Board. D. Ryan provided a presentation on the 2019/20 Draft Budget Framework.

K. Reimer left the meeting at 10:19 am.

7. **Motions for Approval**

a. **2019/2020 Tuition Fees Addendum** (supplemental to Motion #2019BP02.01.03) – B. Daigle
(Discussion - 1 minute)

Motions 2019BP03.15.04 to 2019BP03.15.05 were dealt with as an omnibus motion.

MOTION: 2019BP03.15.04 (M. Maslen /C. Ingram)
Whereas s.27(2) of the University Act grants the Board the authority to set, determine and collect fees;

And whereas the Government of British Columbia's Tuition Limit Policy limits domestic tuition and mandatory fee increases to the rate of inflation (2%);

And whereas by Motion 2019BP02.01.03, the UNBC Board of Governors approved the 2019/2020 Tuition Fee Schedule;

And whereas, the University has proposed additional Tuition Fee revisions outlined in the attached 2019/2020 Proposed Tuition Fees Addendum;

Now therefore, on the recommendation of the President, and in compliance with the Government of British Columbia's Tuition Limit Policy, and the recommendation of the Finance and Audit Committee, the Board approves the 2019/2020 Tuition Fee Schedule Addendum for the University of Northern British Columbia as presented.

Effective on approval of the Board.

CARRIED

b. **2019/2020 Fee Schedule** – B. Daigle

MOTION: 2019BP03.15.05 (M. Maslen /C. Ingram)
Whereas the attached 2019/2020 Fee Schedule forms the basis of the fees estimates in the 2019/2020 Budget;

And whereas the UNBC Fees Committee met in a series of meetings from November 2018 to March 2019 to receive and consider submissions from the University Community and to advise the President on the continuation, revision or addition of fees;

Now therefore, on the recommendation of the President and the Finance and Audit Committee, the Board approves the 2019/2020 Fee Schedule for the University of Northern British Columbia as presented.

Effective on approval of the Board.

CARRIED

c. **2019/2020 General Operating and Ancillary Budgets** – B. Daigle (**Discussion - 1 minute**)
Motions 2019BP03.15.06 to 2019BP03.15.07 were dealt with as an omnibus motion.

MOTION: 2019BP03.15.06 (C. Ingram / O. Godwin)
That, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the 2019/2020 General Operating and Ancillary Budgets as presented in section 3, Table 1, Columns 1 and 2 respectively, of the 2019-2020 Budget Framework.

CARRIED

d. **2018/2019 Consolidated Budget for Financial Statement Presentation** – B. Daigle

MOTION: 2019BP03.15.07 (C. Ingram / O. Godwin)
That, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the 2018/2019 Consolidated Budget for Financial Statement Presentation for the University of Northern British Columbia, as presented.

CARRIED

e. **Agreements, Scholarships, Bursaries and Awards** – D. Ryan

MOTION: 2019BP03.15.08 (T. Carmack / J. Moore)
That, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the agreements, scholarships, bursaries and awards as recommended by the Senate, for February 2019, as amended.

CARRIED (Consent Agenda)

8. Mandatory and Standing Reports - Public Session

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

- Regular Verbal Report
 - Senate Update
- D. Weeks distributed his monthly activities report, Senate update and UNBC at a Glance. D. Weeks advised that he attended a UNBC Senior Leadership Dinner meeting with MLA's, MPs and the Mayor of Prince George and provided them with a "fact sheet" (UNBC at a Glance). The Chair suggested also providing the "fact sheet" to elected officials in the Northeast and the Northwest.

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

- Provost and Vice-President Academic – D. Ryan (**Discussion - 1 minute**)
 - o Recruitment & Enrolment Report
Written report included in meeting materials.
The Provost and Vice-President Academic's report covered the following topics:
 - Civil and Environmental Engineering Program - approved at the Degree Quality Assurance Board (DQAB) and the Ministry.
 - Academic Restructuring unit alignments.
- Interim Vice-President, Finance, People and Business Operations – B. Daigle (**Discussion - 3 minutes**)
 - o Deficit Mitigation and Financial Accountability
Verbal report
 - o Capital Projects Update
Verbal report
- Vice-President, Research and Graduate Programs – G. Payne
No report.
- Vice-President, University Advancement – T. Tribe (**Discussion - 2 minutes**)
The Vice-President, University Advancement's verbal report covered the following topics:
 - Annual Timberwolves Legacy Breakfast – the guest speaker was Jennifer Jones, Olympic Gold medalist and world curling champion.
 - Major Gift Program update.

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

c. **Reports of Committees:**

- (i) Human Resources Committee – T. Carmack, Chair
No report.
- (ii) Governance Committee – D. Weeks, Chair
No report.
- (iii) Finance and Audit Committee – A. Robinson, Chair
 - Received Audit Plan & Schedule
 - Finance and Audit Committee received Quarterly Reports, including General Operating Fund Report to December 31, 2018, Consolidated Financial Report to December 31, 2018 and Third Quarter Forecast.

9. **Other Business**

- a. 2019 / 2020 Mandate Letter – H. Sanford (**Discussion - 4 minutes**)
S. Hoff will distribute the 2019/2020 Mandate Letter to the Board for signing. The signed Mandate Letter will be posted on the Ministry's Website.
- b. Board of Governors Code of Ethical Conduct – Annual Review and Signing – H. Sanford (**Discussion - 3 minutes**)
The University Secretary advised the annual review and signing will be postponed as there were some changes to the *University Act* which will require amendments to the Code of Conduct specifically, the prohibition on executive members of Bargaining Units serving on the Board has been removed.

As a result, the Ministry has suggested that Universities review and revise their Codes of Conduct and Board Rules. The University Secretary will bring this back to the next regular meeting of the Governance Committee.
- c. FIPPA – Annual Statistical Report – H. Sanford (**Discussion - 1 minute**)
Report received.

10. Adjournment

MOTION: 2019BP03.15.09 (Ingram) CARRIED
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Adjourned at 11:05 am.