

BOARD OF GOVERNORS

PUBLIC SESSION AGENDA

Thursday, May 30, 2019

Senate Chambers

(Room 1079 Charles J McCaffray Hall)

9:30 AM – 11:00 AM

Members – Joseph Gosnell, Sr. (Chancellor), Daniel Weeks (President and Vice-Chancellor), Karin Beeler (Faculty Member – CASHS), Kerry Reimer (Faculty Member – CSAM), Timothy Carmack (Order in Council – Alumni – VICE-CHAIR), Aaron Ekman (Order in Council), Olive Godwin (Order in Council), Kapaldev Manhas (Order in Council) C.E. Lee Ongman (Order in Council), Andrew Robinson (Order in Council), Barbara Ward-Burkitt (Order in Council), Tracey Wolsey (Order in Council – Alumni – CHAIR), Garfield Staats (Undergraduate Student), Furqana Khan (Graduate Student), Mark Barnes (Employee)

1. **Chair's Remarks and Declarations of Conflict**

2. **Approval of Agenda**

That, the Agenda for the Public Session of the May 30, 2019 meeting of the Board of Governors be approved as presented.

3. **Audit Findings Report - KPMG Audit Representatives** – C. Naphtali and M. Roque - **page 3**

4. **Motions for Approval**

a. **Presentation and Approval of Financial Statements** – B. Daigle – **page 23**

That, the Board of Governors approves the University of Northern British Columbia's Consolidated Financial Statements for the year ended March 31, 2019.

b. **Academic Restructuring – Academic Unit Affiliations and Alignments** – D. Ryan – **page 49**

Whereas, on the approval and recommendation of the UNBC Senate, the UNBC Board of Governors approved the establishment of five (5) Faculties (Motion #2019BP02.01.06) conceptually aligned as approved by Senate (Motion #S-2018.11.17) as follows:

- *Physical & Applied Sciences*
- *Humanities, Social & Indigenous Studies*
- *Natural Resources & Environmental Studies*
- *Health & Human Sciences*
- *Business & Economics*

subject inter alia to discussions and decisions with respect to naming and affiliation also outlined in that Senate motion.

Now therefore, on the recommendation of the UNBC Senate (Motion #S-201904.29), the Board of Governors approves the following Academic unit affiliations within the five thematically arranged faculties, along with the proposed name for each of the Faculties:

- **Faculty of Business and Economics**
 - School of Business
 - Department of Economics

- **Faculty of Human and Health Sciences**
 - School of Education
 - School of Health Sciences
 - School of Nursing
 - Northern Medical Program (*Discussions in progress – UNBC/UBC Affiliation Agreement)
 - Department of Psychology
 - School of Social Work

- **Faculty of Indigenous Studies, Social Sciences and Humanities**
 - Anthropology
 - Department of English
 - Department of First Nations Studies
 - History
 - Department of Global and International Studies
 - Political Science
 - Women and Gender Studies
 - Northern Studies
 - Philosophy

- **Faculty of Environment**
 - Ecosystem Science and Management (ESM)
 - Biology
 - Forestry
 - Outdoor Recreation and Tourism Management
 - Environmental and Sustainability Studies
 - School of Environmental Planning
 - Geography
 - Environmental Science

- **Faculty of Science and Engineering**
 - Chemistry and Biochemistry
 - Computer Science
 - Engineering (Civil, Environmental, Integrated)
 - Math
 - Physics

5. **Other Business**

6. **Adjournment**

BOARD OF GOVERNORS – PUBLIC SESSION
Approved for Submission:



Heather Sanford
University Secretary

Agenda Item:	4.a. Presentation and Approval of Financial Statements – B. Daigle
Material:	University of Northern British Columbia’s Consolidated Financial Statements – year ended March 31, 2019
Motion:	<i>That, the Board of Governors approves the University of Northern British Columbia’s Consolidated Financial Statements for the year ended March 31, 2019.</i>



University of Northern British Columbia

**Audit Findings Report for the year ended
March 31, 2019**

May 30, 2019

kpmg.ca/audit



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The contacts at KPMG in connection with this report are:

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Summary of audit findings



Purpose of this report

The purpose of this Audit Findings Report is to assist you, as a member of the Board of Governors (the “Board”), in your review of the results of our audit of the consolidated financial statements of the **University of Northern British Columbia** (the “University”) as at and for the year ended March 31, 2019.

This Audit Findings Report builds on the Audit Plan we presented to Finance and Audit dated March 13, 2019.



Changes from the Audit Plan

There have been no significant changes regarding our audit from the Audit Planning Report previously presented to you.



Finalizing the audit

As of the date of this report, we have completed the audit of the consolidated financial statements, with the exception of certain remaining procedures, which include:

- Completing our discussions with the Board;
- Obtaining the signed management representation letter;
- Obtaining evidence of the Board’s acceptance of the financial statements;
- Completing subsequent event review procedures up to the date of the Board’s acceptance of the financial statements; and
- Receipt of response from legal and other investment confirmations.

We will update the Board on significant matters, if any, arising from the completion of the audit, including the completion of the above procedures. Our auditors’ report will be dated upon the completion of any remaining procedures.

Summary of audit findings



Areas of audit focus

Our audit is risk-focused. We have not identified any significant risks. However, as part of our audit, we identified areas of audit focus which include:

- Tangible capital assets and deferred capital contributions
- Endowments and investments
- Employee future benefits
- Revenues and deferred contributions



Adjustments and differences

Adjustments and differences identified during the audit have been categorized as “Corrected adjustments” or “Uncorrected differences”. These include disclosure adjustments and differences.

We identified 1 difference in the current year and 1 difference carried forward from the prior year that remain uncorrected. Professional standards require that we request of management and the Board that all identified adjustments or differences be corrected. We have already made this request of management. Based on both qualitative and quantitative considerations, management has decided not to correct the difference, and represented to us that the uncorrected difference is, in their judgment, not material to the consolidated financial statements. We concur with management’s representation and accordingly, the difference has no effect on our auditors’ report.

We identified no adjustments that were communicated to management and subsequently corrected in the consolidated financial statements.

See management representation letter in Appendix 2.

Summary of audit findings



Significant accounting policies and practices

We reviewed the University's accounting policies and noted there were no changes in the year.

The presentation and disclosure of the consolidated financial statements are, in all material respects, in accordance with Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia. Misstatements, including omissions, if any, related to disclosure or presentation items are in the management representation letter.



Control and other observations

We did not identify any control deficiencies that we determined to be significant deficiencies in internal controls over financial reporting.



Independence

We confirm that we are independent with respect to the University within the meaning of the relevant rules and related interpretations prescribed by the relevant professional bodies in Canada and any applicable legislation or regulation from April 1, 2018 up to the date of this report.

Areas of audit focus and results

We highlight our significant findings in respect of areas of audit focus as identified in our Audit Plan, as well as any additional areas of audit focus identified.

Area of audit focus	Our response and significant findings
Tangible capital assets and deferred capital contributions	<ul style="list-style-type: none">– KPMG audited a sample of tangible capital asset additions as well as its corresponding amortization calculation and noted there were no misstatements identified and no control deficiencies.– KPMG audited the \$3,300,000 of deferred capital contributions received in the year and the corresponding amortization of deferred capital contributions and noted there were no misstatements identified and no control deficiencies.
Endowments and investments	<ul style="list-style-type: none">– In auditing the long-term investments (split between endowments and portfolio investments), KPMG identified private equity investments that were not recorded at market value in the consolidated financial statements as at March 31, 2019. KPMG determined the investments were undervalued by approximately \$950,000.– As presented in previous years, the University is required as per the public sector accounting standards to present a statement of remeasurement gains and losses. Management has determined that the total accumulated remeasurement gains and losses as at March 31, 2019 is not a material amount and has represented that the omission of this statement is not material to the users of the consolidated financial statements. The estimated amount of losses to report on the statement would be \$179,000.
Employee future benefits	<ul style="list-style-type: none">– As at March 31, 2019, the University has accrued faculty early retirement offers (“ERO’s”) of \$900,000 in salaries and benefits payable in note 5 to the consolidated financial statements. Subsequent to the year end, management has been able to determine the full cost of the ERO’s and included a subsequent event note for the users of the financial statement indicating an additional amount estimated at \$2,500,000 is to be paid out in the 2019/20 fiscal year.
Revenues and deferred contributions	<ul style="list-style-type: none">– KPMG confirmed the Provincial revenues recorded in the consolidated statement of operations with the Ministry of Advanced Education and determined there were no issues.– KPMG audited the deferred contributions received in the year of \$25,000,000 and the corresponding revenue recognized of \$20,800,000 and noted there were no misstatements identified and no control deficiencies.



Audit risks

Professional requirements

Fraud risk from management override of controls.

Why is it significant?

This is a presumed fraud risk. We have not identified any specific additional risks of management override relating to this audit.

Our response and significant findings

Our audit methodology incorporates the required procedures in professional standards to address this risk. These procedures include:

- Testing of journal entries and other adjustments;
- Performing a retrospective review of significant estimates; and
- Evaluating the business rationale of significant unusual transactions.

There were no significant issues noted in our testing.

Significant accounting policies and practices

The following items relate to the qualitative aspects of accounting practices of the University:



Significant accounting policies

- There were no changes to the critical accounting policies and practices.
- There were no significant accounting policies in controversial or emerging areas.
- There were no issues noted with the timing of the University's transactions in relation to the period in which they are recorded.
- There were no issues noted with the extent to which the consolidated financial statements are affected by a significant unusual transaction and extent of disclosure of such transactions.
- There were no issues noted with the extent to which the consolidated financial statements are affected by non-recurring amounts recognized during the period and extent of disclosure of such transitions.



Significant accounting estimates

- There were no issues noted with management's identification of accounting estimates.
- There were no issues noted with management's process for making accounting estimates.
- There were no indicators of possible management bias.
- There were no significant factors affecting the University's asset and liability carrying values.



Significant disclosures

- There were no issues noted with the judgments made in the consolidated financial statement disclosures.
- There were no issues noted with the overall neutrality, consistency, and clarity of the disclosures in the consolidated financial statements.
- There were no significant potential effects on the consolidated financial statements of significant risks, exposures and uncertainties.

Control observations



As your auditors, we are required to obtain an understanding of internal control over financial reporting (“ICFR”) relevant to the preparation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the consolidated financial statements, but not for the purpose of expressing an opinion on internal control. Accordingly, we do not express an opinion on the effectiveness of internal control.

Our understanding of ICFR was for the limited purpose described in the preceding paragraph and was not designed to identify all control deficiencies that might be significant deficiencies and other control deficiencies have been identified. Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing and extent of audit procedures performed, as well as other factors.

In accordance with professional standards, we are required to communicate to the Board any control deficiencies that we identified during the audit and have determined to be material weaknesses or significant deficiencies in internal control over financial reporting. No significant deficiencies have been identified.

Other control deficiencies may be identified during the audit that do not rise to the level of material weakness or significant deficiency. We have previously communicated to management other control deficiencies identified during the audit.

Significant deficiencies

No significant deficiencies have come to our attention.

Appendices



Appendix 1: Required communications



Appendix 2: Management representation letter



Appendix 3: Other information

Appendix 1: Required communications



In accordance with professional standards, there are a number of communications that are required during the course of and upon completion of our audit.

These include:



Auditors' Report

The conclusion of our audit is set out in our draft auditors' report attached to the draft consolidated financial statements.



Management representation letter

In accordance with professional standards, a copy of the management representation letter is provided to the Board in Appendix 2.



Independence

In accordance with professional standards, we have confirmed our independence.

Appendix 2: Management representation letter

UNIVERSITY OF NORTHERN BRITISH COLUMBIA
3333 UNIVERSITY WAY
PRINCE GEORGE, BC V2N 4Z9

KPMG LLP
177 Victoria Street, Suite 400
Prince George, BC V2L 5R8
Canada

May 30, 2019

Ladies and Gentlemen:

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the financial statements (hereinafter referred to as "financial statements") of University of Northern British Columbia ("the Entity") as at and for the period ended March 31, 2019.

GENERAL:

We confirm that the representations we make in this letter are in accordance with the definitions as set out in **Attachment I** to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

RESPONSIBILITIES:

- 1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated January 29, 2015, including for:
 - a) the preparation and fair presentation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework.
 - b) providing you with all information of which we are aware that is relevant to the preparation of the financial statements, such as all financial records and documentation and other matters, including:
 - (i) the names of all related parties and information regarding all relationships and transactions with related parties; and
 - (i) the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of shareholders, board of directors and committees of the board of directors that may affect the financial statements. All significant actions are included in summaries.
 - c) providing you with unrestricted access to such relevant information
 - d) providing you with complete responses to all enquiries made by you during the engagement
 - e) providing you with additional information that you may request from us for the purpose of the engagement.
 - f) providing you with unrestricted access to persons within the Entity from whom you determined it necessary to obtain audit evidence.
 - g) such internal control as we determined is necessary to enable the preparation of financial

statements that are free from material misstatement, whether due to fraud or error. We also acknowledge and understand that we are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.

- h) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements.
- i) ensuring that internal auditors providing direct assistance to you, if any, were instructed to follow your instructions and that management, and others within the entity, did not intervene in the work the internal auditors performed for you.

INTERNAL CONTROL OVER FINANCIAL REPORTING:

- 2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which we are aware.

FRAUD & NON-COMPLIANCE WITH LAWS AND REGULATIONS:

- 3) We have disclosed to you:
 - a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud
 - b) all information in relation to fraud or suspected fraud that we are aware of that involves:
 - management;
 - employees who have significant roles in internal control over financial reporting, or
 - otherswhere such fraud or suspected fraud could have a material effect on the financial statements.
 - c) all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements, communicated by employees, former employees, analysts, regulators, or others.
 - d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements, whose effects should be considered when preparing financial statements.
 - e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

SUBSEQUENT EVENTS:

- 4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

RELATED PARTIES:

- 5) We have disclosed to you the identity of the Entity's related parties.
- 6) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.
- 7) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

ESTIMATES:

- 8) Measurement methods and significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

GOING CONCERN:

- 9) We have provided you with all information relevant to the use of the going concern assumption in the financial statements.

MISSTATEMENTS:

- 10) The effects of the uncorrected misstatements described in Attachment II are immaterial, both individually and in the aggregate, to the financial statements as a whole.

NON-SEC REGISTRANTS OR NON-REPORTING ISSUERS:

- 11) We confirm that the Entity is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002). We also confirm that the financial statements of the Entity will not be included in the consolidated financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

Yours very truly,

By: Dr. Daniel Weeks, President and Vice-Chancellor

By: Mrs. Barb Daigle, Interim Vice President, Finance, People & Business Operations

By: Mrs. Colleen Smith, Associate Vice President, Financial Services

Attachment I – Definitions

MATERIALITY

Certain representations in this letter are described as being limited to matters that are material. Misstatements, including omissions, are considered to be material if they, individually or in the aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements. Judgments about materiality are made in light of surrounding circumstances, and are affected by the size or nature of a misstatement, or a combination of both.

FRAUD & ERROR

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

RELATED PARTIES

In accordance with Canadian accounting standards for public sector *related party* is defined as:

- one party that has the ability to exercise, directly or indirectly, control, joint control or significant influence over the other. Two or more parties are related when they are subject to common control, joint control or common significant influence. Two not-for-profit organizations are related parties if one has an economic interest in the other. Related parties also include management and immediate family members.

In accordance with Canadian accounting standards for public sector a *related party transaction* is defined as:

- a transfer of economic resources or obligations between related parties, or the provision of services by one party to a related party, regardless of whether any consideration is exchanged. The parties to the transaction are related prior to the transaction. When the relationship arises as a result of the transaction, the transaction is not one between related parties.

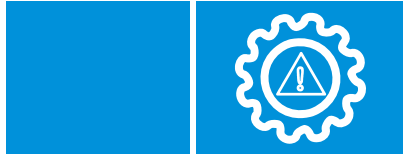
Year End: March 31, 2019

Uncorrected Misstatements

Date: 4/1/2018 To 3/31/2019

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence	Misstatement
SAM1	3/31/2019	Portfolio Investments	1010		950,000.00			
SAM1	3/31/2019	Deferred Contributions - Endowment	2050			950,000.00		
<p>To record investment income earned on the portfolio investments from January 1, 2019 to March 31, 2019.</p>								
<p>The University is required under Public Sector Accounting Standards to prepare a statement of remeasurement gain and loss. Management has determined that the total accumulated remeasurement gain/loss as at March 31, 2019 is not a material amount and has represented to us that the omission of this statement is not material to the users of the financial statements as the accumulated amount of remeasurement loss as at March 31, 2019 is \$179,000.</p>								
					950,000.00	950,000.00		
Net Income (Loss)			0.00					

Appendix 3: Other information



Documents containing or referring to the audited financial statements

We are required by our professional standards to read only documents containing or referring to audited consolidated financial statements and our related auditors' report that are available through to the date of our auditors' report. The objective of reading these documents through to the date of our auditors' report is to identify material inconsistencies, if any, between the audited consolidated financial statements and the other information. We also have certain responsibilities, if on reading the other information for the purpose of identifying material inconsistencies, we become aware of an apparent material misstatement of fact.

We are also required by our professional standards when the consolidated financial statements are translated into another language to consider whether each version, available through to the date of our auditors' report, contains the same information and carries the same meaning.



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Agenda Item:	4.a. Presentation and Approval of Financial Statements – B. Daigle
Material:	University of Northern British Columbia’s Consolidated Financial Statements – year ended March 31, 2019
Motion:	<i>That, the Board of Governors approves the University of Northern British Columbia’s Consolidated Financial Statements for the year ended March 31, 2019.</i>

Consolidated Financial Statements

Year Ended March 31, 2019



University of Northern British Columbia

Consolidated Financial Statements

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UNIVERSITY OF NORTHERN BRITISH COLUMBIA

STATEMENT OF MANAGEMENT RESPONSIBILITY

The University of Northern British Columbia is responsible for the preparation of the consolidated financial statements and has prepared them in accordance with Section 23.1 of the *Budget Transparency and Accountability Act* of the Province of British Columbia and the Restricted Contribution Regulation 198/2011 issued pursuant to it. The regulations require financial statements to be prepared in accordance with the standards of the Canadian Public Sector Accounting Board except that the contributions received or receivable by the University for the purpose of acquisition of tangible capital assets are accounted for as deferred capital contributions as described in note 2a of the consolidated financial statements. The consolidated financial statements present the consolidated financial position of the University as at March 31, 2019 and the consolidated results of its operations and its consolidated cash flows for the year ended March 31, 2019.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, the University has developed and maintains a system of internal controls designed to provide reasonable assurance that University assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of consolidated financial statements.

The Board of Governors carries out its responsibility for review of the consolidated financial statements and oversight of Management's performance of its financial reporting responsibilities principally through its Finance and Audit Committee. With the exception of employee group representatives, members of the Finance and Audit Committee are neither officers nor employees of the University.

The Committee meets with Management and the external auditors to discuss the results of audit examinations and financial reporting matters. The external auditors have full access to the Finance and Audit Committee, with and without the presence of Management.

The consolidated financial statements for the year ended March 31, 2019 have been reported on by KPMG LLP. The Independent Auditor's Report outlines the scope of the examination and provides the firm's opinion on the consolidated statements.

Barb Daigle, MBA
Interim Vice President, Finance, People &
Business Operations

Colleen Smith, CPA, CA
Associate Vice President, Financial
Services

May 27, 2019



KPMG LLP
177 Victoria Street, Suite 400
Prince George BC V2L 5R8
Canada
Telephone (250) 563-7151
Fax (250) 563-5693

INDEPENDENT AUDITORS' REPORT

To the Board of Governors of the University of Northern British Columbia, and
To the Minister of Advanced Education, Province of British Columbia

Opinion

We have audited the consolidated financial statements of the University of Northern British Columbia (the "University"), which comprise:

- the consolidated statement of financial position as at March 31, 2019
- the consolidated statements of operations and accumulated surplus for the year then ended
- the consolidated statement of changes in net debt for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements as at and for the year ended March 31, 2019 of the University are prepared, in all material respects, in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "**Auditors' Responsibilities for the Audit of the Financial Statements**" section of our auditors' report.

We are independent of the University in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation of the financial statements in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the University's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the University or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the University's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the University's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the University's ability to continue as a going concern. If we conclude that a material



uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the University to cease to continue as a going concern.

- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants
Prince George, Canada
May 30, 2019

DRAFT
19.05.27

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Consolidated Statement of Financial Position

March 31, 2019, with comparative figures for 2018 (in thousands of dollars)

		2019	2018
Financial assets			
Cash and cash equivalents	\$	31,526	\$ 25,175
Operating investments	(Note 3)	18,655	23,578
Accounts receivable		3,253	3,664
Inventories for resale		617	672
Portfolio investments	(Note 4)	16,623	13,998
Sinking fund	(Note 9)	3,130	3,065
		73,804	70,152
Liabilities			
Accounts payable and accrued liabilities	(Note 5)	12,126	9,850
Deferred revenue		1,936	2,010
Deferred contributions	(Note 7)	31,463	29,440
Deferred capital contributions	(Note 8)	155,674	158,947
Long-term debt	(Note 9)	3,000	3,000
		204,199	203,247
Net debt		(130,395)	(133,095)
Non-financial assets			
Tangible capital assets	(Note 10)	209,983	214,161
Inventories held for use		73	80
Endowment investments	(Notes 4 and 14)	62,878	60,503
Prepaid expenses		2,425	2,344
		275,359	277,088
Accumulated surplus	(Note 13)	\$ 144,964	\$ 143,993

Contractual obligations and commitments (Note 12)
 Subsequent events (Note 18)
 See accompanying notes to consolidated financial statements.

On behalf of the Board of Governors:

 Chair, Board of Governors

 President

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Consolidated Statement of Operations and Accumulated Surplus

Year ended March 31, 2019, with comparative figures for 2018 (in thousands of dollars)

	Budget (Note 2(n))	2019	2018
Revenue:			
Government grants			
Provincial government	\$ 53,054	\$ 52,712	\$ 51,312
Federal government	4,841	7,337	5,099
Tuition fees	20,464	19,974	19,228
Other fees	1,597	1,546	1,510
Sales of goods and services	8,506	9,598	10,875
Gifts, bequests, non-government grants and contracts	11,574	11,028	9,711
Investment income	1,905	4,236	3,308
External cost recovery and other income	315	552	425
Revenue recognized from deferred capital contributions	6,500	6,620	7,838
	<u>108,756</u>	<u>113,603</u>	<u>109,306</u>
Expenses:			
Ancillary operations	7,548	6,920	7,073
Facility operations and maintenance	16,190	14,648	16,129
Instruction	43,373	43,679	42,200
Institutional support	28,650	33,958	30,025
Sponsored research	8,275	7,921	5,983
Specific purpose	4,720	7,881	6,997
	<u>108,756</u>	<u>115,007</u>	<u>108,407</u>
Annual operating surplus/(deficit) before restricted contributions	-	(1,404)	899
Restricted endowment contributions	1,500	2,375	1,805
Annual surplus	1,500	971	2,704
Accumulated surplus, beginning of year	143,993	143,993	141,289
Accumulated surplus, end of year	<u>\$ 145,493</u>	<u>\$ 144,964</u>	<u>\$ 143,993</u>

See accompanying notes to consolidated financial statements.

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Consolidated Statement of Changes in Net Debt

Year ended March 31, 2019, with comparative figures for 2018 (in thousands of dollars)

	Budget (Note 2(n))	2019 Total	2018 Total
Annual surplus	\$ 1,500	\$ 971	\$ 2,704
Exclude items not affecting net debt:			
Restricted endowment contributions	(1,500)	(2,375)	(1,805)
	-	(1,404)	899
Acquisition of tangible capital assets	-	(5,002)	(12,583)
Loss on disposal of tangible capital assets	-	-	1,035
Amortization of tangible capital assets	-	9,180	9,010
	-	4,178	(2,538)
Consumption of inventories held for use	-	80	77
Acquisition of inventories held for use	-	(73)	(80)
Consumption of prepaid expenses	-	2,344	1,496
Acquisition of prepaid expenses	-	(2,425)	(2,344)
	-	(74)	(851)
	-	2,700	(2,490)
(Increase)/decrease in net debt	-	2,700	(2,490)
Net debt, beginning of year	(133,095)	(133,095)	(130,605)
Net debt, end of year	\$ (133,095)	\$ (130,395)	\$ (133,095)

See accompanying notes to consolidated financial statements.

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Consolidated Statement of Cash Flows

Year ended March 31, 2019, with comparative figures for 2018 (in thousands of dollars)

	2019	2018
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 971	\$ 2,704
Items not involving cash:		
Amortization of tangible capital assets	9,180	9,010
Loss on disposal of tangible assets	-	1,035
Revenue recognized from deferred capital contributions	(6,620)	(7,838)
Change in non-cash operating working capital:		
Decrease (increase) in accounts receivable	411	(735)
Decrease (increase) in prepaid expenses	(81)	(848)
Decrease in inventories held for use	7	(3)
Decrease in inventories held for sale	55	(48)
Increase (decrease) in accounts payable and accrued liabilities	2,276	1,792
Increase (decrease) in deferred revenue	(74)	1,087
Net change in cash from operating activities	6,125	6,156
Capital activities:		
Acquisitions of tangible capital assets	(5,002)	(12,583)
Net change in cash from capital activities	(5,002)	(12,583)
Financing activities:		
Cash restricted for repayment of long-term debt	(65)	(7)
Net change in cash from financing activities	(65)	(7)
Investing activities:		
Capital contributions	3,347	5,425
Decrease (increase) in operating investments	4,923	2,059
Deferred contributions	2,023	839
Increase in endowment investments	(2,375)	(1,805)
Sale (purchase) of portfolio investments	(2,625)	2,830
Net change in cash from investing activities	5,293	9,348
Net change in cash	6,351	2,914
Cash, beginning of year	25,175	22,261
Cash, end of year	\$ 31,526	\$ 25,175

Cash is comprised of cash and cash equivalents

See accompanying notes to consolidated financial statements.

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

1. Authority and Purpose

The University of Northern British Columbia (UNBC or the University) operates under the authority of the *University Act* of British Columbia. UNBC is a comprehensive research university dedicated to improving the quality of life in its region, and beyond, by attaining the highest standards of undergraduate and graduate teaching, learning, and research. The University is governed by a 15 member Board of Governors, eight of whom are appointed by the Government of British Columbia, including two on the recommendation of the UNBC Alumni Association. The academic governance of the University is vested in the Senate. UNBC is a registered charity and is therefore exempt from taxes under Section 149 of the *Income Tax Act*. The University receives a significant portion of its revenues from the Province of British Columbia.

2. Summary of significant accounting policies

The consolidated financial statements of the University are prepared by management in accordance with the basis of accounting described below. Significant accounting policies of the University are as follows:

(a) Basis of accounting:

The consolidated financial statements have been prepared in accordance with Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board.

The Budget Transparency and Accountability Act requires that the consolidated financial statements be prepared in accordance with the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada, or if the Treasury Board makes a regulation, the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada as modified by the alternate standard or guideline or part thereof adopted in the regulation.

Regulation 257/2010 requires all tax-payer supported organizations in the Schools, Universities, Colleges and Hospitals sectors to adopt Canadian public sector accounting standards without any PS4200 elections.

Regulation 198/2011 requires that restricted contributions received or receivable are to be reported as revenue depending on the nature of the restrictions on the use of the funds by the contributors as follows:

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

2. Summary of significant accounting policies (continued)

- (i) Contributions for the purpose of acquiring or developing a depreciable tangible capital asset or contributions in the form of a depreciable tangible capital asset are recorded and, referred to as deferred capital contributions and recognized in revenue at the same rate that amortization of the related tangible capital asset is recorded. The reduction of the deferred capital contributions and the recognition of the revenue are accounted for in the fiscal period during which the tangible capital asset is used to provide services.
- (ii) Contributions restricted for specific purposes other than those for the acquisition or development of a depreciable tangible capital asset are recorded as deferred contributions and recognized in revenue in the year in which the stipulation or restriction on the contributions have been met.

For British Columbia tax-payer supported organizations, these contributions include government transfers and externally restricted contributions.

The accounting policy requirements under Regulation 198/2011 are significantly different from the requirements of Canadian public sector accounting standards which requires that:

- government transfers, which do not contain a stipulation that creates a liability, be recognized as revenue by the recipient when approved by the transferor and the eligibility criteria have been met in accordance with public sector accounting standard PS3410; and
- externally restricted contributions be recognized as revenue in the period in which the resources are used for the purpose or purposes specified in accordance with public sector accounting standard PS3100.

As a result, revenue recognized in the statement of operations and accumulated surplus and certain related deferred capital contributions would be recorded differently under Canadian Public Sector Accounting Standards.

(b) Basis of consolidation

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of organizations which are controlled by UNBC. UNBC Investment Trust is a for-profit entity controlled by the University, whose primary purpose is to manage certain investment assets of the endowment fund; it is included in the financial statements on a fully consolidated basis.

(c) Cash and cash equivalents

Cash and cash equivalents include cash, money-market securities and investments with terms to maturity of three months or less at date of purchase and are cashable on demand.

(d) Short-term investments

Short-term investments consist of highly liquid money-market and bond securities and other investments with terms to maturity of greater than three months to one year at date of purchase.

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

2. Summary of significant accounting policies (continued)

(e) Financial instruments

Financial instruments are classified into two categories: fair value or cost.

Fair value category: Portfolio instruments that are quoted in an active market and derivative instruments are reflected at fair value as at the reporting date. Other financial instruments which the University has designated to be recorded at fair value include cash, cash equivalents and short term investments. Sales and purchases of investments are recorded on the trade date. Transaction costs related to the acquisition of investments are recorded as an expense. Unrealized gains and losses on financial assets are recognized in the Statement of Remeasurement Gains and Losses until such time that the financial asset is derecognized due to disposal or impairment. At the time of derecognition, the related realized gains and losses are recognized in the Statement of Operations and Accumulated Surplus and related balances reversed from the Statement of Remeasurement Gains and Losses. Unrealized gains and losses on endowment investments where earnings are restricted as to use are recorded as deferred contributions and recognized in revenue when disposed and when the related expenses are incurred.

Cost category: Realized gains, losses and interest expense are recognized in the Statement of Operations and Accumulated Surplus when the financial asset is derecognized due to disposal or impairment. Accounts receivable, accounts payable and accrued liabilities are measured at cost. Any gains, losses or expense is recorded in the annual surplus (deficit) depending on the nature of the financial asset or liability that gave rise to the gain, loss or expense. Valuation allowances are made when collection is in doubt. Interest is accrued on accounts receivable to the extent it is deemed collectible.

(f) Inventories for resale

Inventories held for resale, including books, clothing, office and paper supplies, food and other items for retail sale are recorded at the lower of cost and net realizable value. Cost includes the original purchase cost, plus shipping and applicable duties. Net realizable value is the estimated selling price less any costs to sell.

(g) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets

Tangible capital assets are recorded at cost, which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Interest is not capitalized whenever external debt is issued to finance the construction of tangible capital assets. Donated assets are recorded at fair value at the date of transfer. In unusual circumstances where fair value cannot be reasonably determined, the tangible capital asset would be recognized at nominal value. The cost of the tangible capital assets, excluding land, is amortized on a straight line basis over their estimated useful lives shown below. Land is not amortized as it is deemed to have a permanent value:

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

2. Summary of significant accounting policies (continued)

Asset	Rate
Buildings and site services	50 years
Capital renovations	20 years
Library materials	10 years
Equipment and furnishings	8 years
Computers	3 years

Assets under construction are not amortized until the asset is available for productive use. Tangible capital assets are written down when conditions indicate that they no longer contribute to the University's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value.

(ii) Works of art and historic assets

Works of art and historic assets are not recorded as assets in these consolidated financial statements.

(iii) Inventories held for use

Inventories held for use such as office, stationery and lab supplies distributed to various departments are recorded at cost.

Cost includes the original purchase cost, plus shipping and applicable duties.

(h) Employee future benefits

The University and eligible employees contribute to a defined contribution pension plan providing benefits on a money purchase basis. The cost of pension benefits includes the current service cost based on 8% to 10% of salary, less a fixed offsetting amount relating to Canada Pension Plan contributory earnings. The assets and liabilities of this plan are not included in the University's consolidated financial statements. The University expenses its contributions to the plan in the year to which the contributions relate.

The University's sick leave benefits do not vest or accumulate and related costs are expensed as incurred.

Vacation benefits for the University's employees are accrued as earned. The obligations under these benefits are based on the applicable collective agreements for unionized employees and employment contracts for employees not covered by collective agreements.

(i) Revenue recognition

Tuition and student fees and sales of goods and services are reported as revenue in the period to which they apply and when the liability to refund has expired.

Unrestricted donations and grants are recorded as revenue when receivable if the amounts can be estimated and collection is reasonably assured. Pledges from donors are recorded as revenue when payment is received or the transfer of property is completed.

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

2. Summary of significant accounting policies (continued)

The University follows the deferral method of accounting for contributions. Restricted donations and grants are reported as revenue depending on the nature of the restrictions on the use of the funds by the contributors as follows:

- (i) Contributions for the purpose of acquiring or developing a depreciable tangible capital asset or in the form of a depreciable tangible capital asset, in each case for use in providing services are recorded and referred to as deferred capital contributions and recognized in revenue at the same rate that amortization of the tangible capital asset is recorded. The reduction of the deferred capital contributions and the recognition of the revenue are accounted for in the fiscal period during which the tangible capital asset is used to provide services.
- (ii) Contributions restricted for specific purposes other than for those to be held in perpetuity or the acquisition or development of a depreciable tangible capital asset are recorded as deferred contributions and recognized in revenue in the year in which the stipulation or restriction on the contribution have been met.
- (iii) Contributions restricted to be retained in perpetuity, allowing only the investment income earned thereon to be spent are recorded as endowment contributions on the statement of operations for the portion to be held in perpetuity and as deferred contributions for any restricted investment income earned thereon.

Investment income includes interest recorded on an accrual basis and dividends recorded as declared, realized gains and losses on the sale of investments, and writedowns on investments where the loss in value is determined to be other-than-temporary.

(j) Use of estimates

The preparation of the consolidated financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions. These estimates and assumptions affect the reported amounts of assets, liabilities, and related disclosures. Key areas where management has made estimates and assumptions include those related to the determination of fair value of financial instruments, the useful life of tangible capital assets for amortization and the related amortization of deferred capital contributions. Where actual results differ from these estimates and assumptions, the impact will be recorded in future periods when the difference becomes known.

(k) Foreign currency translation

The University's functional currency is the Canadian dollar. Transactions in foreign currencies are translated into Canadian dollars at the exchange rate in effect on the transaction date. Monetary assets and liabilities denominated in foreign currencies and non-monetary assets and liabilities which were designated in the fair value category under the financial instrument standard are reflected in the financial statements in equivalent Canadian dollars at the exchange rate in effect on the date of the statement of financial position. Any gain or loss resulting from a change in rates between the transaction date and the settlement date or date

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

2. Summary of significant accounting policies (continued)

of the statement of financial position is recognized in the statement of remeasurement gains and losses. In the period of settlement, the related cumulative remeasurement gain/loss is reversed in the statement of remeasurement gains and losses and the exchange gain or loss in relation to the exchange rate at the date of the item's initial recognition is recognized in the statement of operations and accumulated surplus.

(l) Contaminated sites:

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard.

A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met:

- (i) an environmental standard exists
- (ii) contamination exceeds the environmental standard
- (iii) the organization is directly responsible or accepts responsibility for the liability
- (iv) future economic benefits will be given up, and
- (v) a reasonable estimate of the liability can be made.

(m) Asset retirement obligation

The University recognizes asset retirement obligations in the period in which it incurs a legal obligation associated with the retirement of a tangible long-lived asset including leased premises resulting from the acquisition, construction, development, and/or normal use of the asset. The fair value of the asset retirement cost is capitalized as part of the carrying value of the related long-lived asset and is depreciated over the life of the asset. The liability may be changed to reflect the passage of time and changes in the fair value assessment of the retirement obligation.

(n) Budget figures

Budget figures are provided for comparative purposes and have been derived from the 2018/19 Financial Planning Overview approved by the Board of Governors of UNBC on March 23, 2018 and the 2018/19 Consolidated Budget, approved March 15, 2019. The budget is reflected in the Statement of Operations and Accumulated Surplus and the Statement of Changes in Net Debt.

3. Operating investments

	Fair Value Hierarchy	2019	2018
Term Deposits, GIC, T-bills	Level 1	\$ 10,035	\$ 10,520
Municipal Financing Authority - bond fund	Level 1	8,620	8,351
Municipal Financing Authority - money market fund	Level 1	-	4,707
		<u>\$ 18,655</u>	<u>\$ 23,578</u>

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

4. Financial instruments

Fair value of a financial instrument is defined as the amount at which the instrument could be exchanged in a current transaction between willing parties. UNBC uses the following methods and assumptions to estimate the fair value of each class of financial instruments for which the carrying amounts are included in the Consolidated Statement of Financial Position under the following captions:

Financial assets and liabilities recorded at fair value are comprised of the following:

- Cash and cash equivalents, accounts receivable and accounts payable and accrued liabilities - the carrying amounts approximate fair value because of the short maturity of these instruments.
- Operating investments
- Endowment investments

The financial instruments measured at fair value held within each investment are classified according to a hierarchy which includes three levels, reflecting the reliability of the inputs involved in the fair value determination. The different levels are defined as follows:

- Level 1: quoted prices (unadjusted) in active markets for identical assets and liabilities
- Level 2: inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (i.e. as prices) or indirectly (i.e. derived from prices)
- Level 3: inputs for the asset or liability that are not based on observable market data (unobservable inputs).

	Fair Value Hierarchy	2019	2018
Financial assets:			
Portfolio investments quoted at fair value - restricted:			
Money market	Level 1	-	-
Fixed income	Level 1	3,339	3,836
Equity	Level 1	4,862	6,701
Real Estate	Level 3	2,361	581
Infrastructure	Level 3	3,066	466
Private debt	Level 3	2,427	2,136
Private equity	Level 3	568	278
		<u>16,623</u>	<u>13,998</u>
Non-financial assets:			
Restricted endowment investments quoted at fair value:			
Money market	Level 1	-	-
Fixed income	Level 1	12,632	16,581
Equity	Level 1	18,390	28,963
Real Estate	Level 3	8,929	2,511
Infrastructure	Level 3	11,597	2,015
Private debt	Level 3	9,181	9,234
Private equity	Level 3	2,149	1,199
		<u>62,878</u>	<u>60,503</u>
Total financial instruments		<u>\$ 79,501</u>	<u>\$ 74,501</u>

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

4. Financial instruments (continued)

The following table reconciles the changes in fair value of financial instruments classified as level 3 during the year.

	2019		2018	
Balance, beginning of year	\$	18,420	\$	15,785
Unrealized losses		1,132		(93)
Purchases		22,166		5,578
Dispositions		(1,440)		(2,850)
Balance, end of year	\$	40,278	\$	18,420

5. Accounts payable and accrued liabilities

	2019		2018	
Accounts payable and accrued liabilities	\$	7,149	\$	6,437
Salaries and benefits payable		4,108		2,600
Accrued vacation pay		869		813
	\$	12,126	\$	9,850

6. Pension plan

The University has a defined contribution pension plan covering all eligible, permanent employees of the University. The pension plan is a separate legal entity with its own Board of Trustees. Sun Life of Canada was appointed to provide custodial services for plan members. Investment management services are provided by several fund managers and plan members individually select their investment vehicles from those available which include bond, balanced, money market, equity and global funds, and guaranteed term deposits (1, 3, and 5 year).

The University expenses the contributions made to the plan in the year to which they relate. During the year, the University contributed \$4,066 (2018 - \$3,950) to the plan.

7. Deferred contributions

Deferred contributions are comprised of funds restricted for research, capital acquisitions and other specific purposes. Changes in deferred contributions balances are as follows:

				2019		2018	
	Capital	Research	Specific Purpose	Total	Total	Total	Total
Balance, beginning of year	\$ 523	\$ 5,889	\$ 23,028	\$ 29,440	\$ 28,601		
Contributions received during the year	311	10,448	14,311	25,070	22,170		
Revenue recognized from deferred contributions		(8,122)	(12,748)	(20,870)	(21,213)		
Transfers to deferred capital contributions	(403)	(1,730)	(44)	(2,177)	(118)		
Balance, end of year	\$ 431	\$ 6,485	\$ 24,547	\$ 31,463	\$ 29,440		

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

8. Deferred capital contributions

Contributions that are restricted for capital are referred to as deferred capital contributions. Amounts are recognized into revenue as the liability is extinguished over the useful life of the asset. Treasury Board provided direction on accounting treatment as disclosed in note 2. Changes in the deferred capital contributions balance are as follows:

	2019	2018
Balance, beginning of year	\$ 158,947	\$ 161,360
Contributions received during the year	3,347	5,425
Revenue recognized from deferred capital contributions	(6,620)	(7,838)
Balance, end of year	\$ 155,674	\$ 158,947

9. Long-term debt and related sinking fund asset

Long-term debt, and the related sinking fund asset reported separately on the statement of financial position, is measured at amortized cost and is as follows:

	2019	2018
Province of British Columbia (Section 58 of the <i>University Act</i>), bearing interest at 9%, maturing June 2019	\$ 3,000	\$ 3,000
Sinking fund asset	(3,130)	(3,065)
Balance, end of year	\$ (130)	\$ (65)

	2019	2018
Interest expense for the year on outstanding debt	\$ 270	\$ 270

Sinking fund instalments

The debt is a 25 year debenture with a 20 year sinking fund; obligations for sinking fund instalments have been completely fulfilled.

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

10. Tangible capital assets

2019 Cost	Balance at March 31, 2018	Additions	Disposals/ Transfers	Balance at March 31, 2019
Land	\$ 7,145	\$ -	\$ -	\$ 7,145
Buildings and site improvements	286,243	-	6,667	292,910
Furniture and equipment	54,129	1,380	-	55,509
Computers	38,455	917	(14)	39,358
Library holdings	27,100	935	-	28,035
Assets under construction	5,075	1,770	(6,667)	178
Total	\$ 418,147	\$ 5,002	\$ (14)	\$ 423,135

2019 Accumulated amortization	Balance at March 31, 2018	Disposals	Amortization expense	Balance at March 31, 2019
Land	\$ -	\$ -	\$ -	\$ -
Buildings and site improvements	(95,197)	-	(6,188)	(101,385)
Furniture and equipment	(45,803)	-	(1,881)	(47,684)
Computers	(37,421)	14	(737)	(38,144)
Library holdings	(25,565)	-	(374)	(25,939)
Assets under construction	-	-	-	-
Total	\$ (203,986)	\$ 14	\$ (9,180)	\$ (213,152)

	Net book value March 31, 2018	Net book value March 31, 2019
Land	\$ 7,145	\$ 7,145
Buildings and site improvements	191,046	191,525
Furniture and equipment	8,326	7,825
Computers	1,034	1,214
Library holdings	1,535	2,096
Assets under construction	5,075	178
Total	\$ 214,161	\$ 209,983

2018 Cost	Balance at March 31, 2017	Additions	Disposals/ Transfers	Balance at March 31, 2018
Land	\$ 6,812	\$ 333	\$ -	\$ 7,145
Buildings and site improvements	280,388	-	5,855	286,243
Furniture and equipment	53,519	610	-	54,129
Computers	37,782	691	(18)	38,455
Library holdings	27,007	93	-	27,100
Assets under construction	1,340	10,856	(7,121)	5,075
Total	\$ 406,848	\$ 12,583	\$ (1,284)	\$ 418,147

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

10. Tangible capital assets (continued)

2018 Accumulated amortization	Balance at March 31, 2017	Disposals	Amortization expense	Balance at March 31, 2018
Land	\$ -	\$ -	\$ -	\$ -
Buildings and site improvements	(89,489)	233	(5,941)	(95,197)
Furniture and equipment	(43,940)	-	(1,863)	(45,803)
Computers	(36,686)	16	(751)	(37,421)
Library holdings	(25,110)	-	(455)	(25,565)
Assets under construction	-	-	-	-
Total	\$ (195,225)	\$ 249	\$ (9,010)	\$ (203,986)
	Net book value March 31, 2017			Net book value March 31, 2018
Land	\$ 6,812			\$ 7,145
Buildings and site improvements	190,899			191,046
Furniture and equipment	9,579			8,326
Computers	1,096			1,034
Library holdings	1,897			1,535
Assets under construction	1,340			5,075
Total	\$ 211,623			\$ 214,161

(a) Assets under construction

Assets under construction having a value of \$178 (2018 - \$5,075) are not amortized. Amortization of these assets commences when the asset is put into service; if it is determined that the costs no longer represent the cost of an ongoing project, they are expensed in the statement of operations.

(b) Works of art and historical treasures

The University manages and controls various works of art and non-operational historical cultural assets including artifacts, paintings and sculptures located at University sites and public display areas. These assets are not recorded as tangible capital assets and are not amortized.

11. Financial risk management

UNBC has exposure to the following risks from its use of financial instruments: credit risk, interest rate risk, liquidity risk and foreign exchange risk. The Board of Governors, through management, ensures that the University has processes in place to identify and monitor major risks.

(a) Credit risk

Credit risk is the risk of financial loss to the University if a customer or counterparty to a financial instrument fails to meet its contractual obligations. Such risks arise principally from certain financial assets held by the University consisting of cash, operating investments, accounts receivable and portfolio investments.

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

11. Financial risk management (continued)

Unless otherwise disclosed in these consolidated financial statements, the University is not subject to significant credit risk associated with its financial instruments. The maximum credit risk for the University's financial assets is the carrying value of the asset.

(b) Interest rate risk

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in the market interest rates.

It is management's opinion that the University is not exposed to significant interest rate risk arising from its financial instruments.

(c) Liquidity risk

Liquidity risk is the risk that the University will not be able to meet its financial obligations as they become due.

The University manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing and financing activities to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the University's reputation.

(d) Foreign Exchange Risk

The University is exposed to foreign exchange risk on investments held in foreign currencies and may use foreign currency swaps to mitigate this risk.

12. Contractual obligations and commitments

Contractual obligations and commitments are as follows:

Funding commitments

Under its endowment investment strategy, the University has outstanding commitments to fund private debt, private equity and infrastructure investments totalling approximately \$6.1 million (2018- \$6.8 million); \$2.5 million (2018 – \$3.1 million); and \$2.1 million (2018 – \$14.0 million), respectively.

13. Accumulated surplus

Accumulated surplus is comprised of the following:

	2019	2018
Accumulated operating surplus	\$ 82,086	\$ 83,490
Endowments	62,878	60,503

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

\$ 144,964 \$ 143,993

13. Accumulated surplus (continued)

Accumulated operating surplus consists of the following individual fund surpluses:

	2019	2018
Invested in tangible capital assets		
Capital assets	\$ 209,983	\$ 214,161
Amounts financed by deferred capital contributions	(155,674)	(158,947)
	<u>54,309</u>	<u>55,214</u>
Appropriated for specific purposes		
General Operating		
Departmental carryforwards	3,625	4,020
Minor capital projects, equipment purchases and special projects	12,128	13,878
Professional development and internal research funds	3,489	3,811
	<u>19,242</u>	<u>21,709</u>
Ancillary Services	(11,697)	(12,122)
Capital	8,866	7,044
Specific Purpose	7,849	8,128
	<u>24,260</u>	<u>24,759</u>
Unrestricted surplus	<u>3,517</u>	<u>3,517</u>
Total accumulated operating surplus	<u>\$ 82,086</u>	<u>\$ 83,490</u>

General Operating appropriations are comprised of departmental amounts calculated under a policy that allows them to carry forward unspent amounts to future periods, as well as an allocation of unspent salary amounts under the authority of the Provost and the Vice President, Finance and Business Operations. It also includes allocations for one time projects, minor capital projects and new equipment purchases and funds set aside for individuals covered under various employment handbooks for professional development and research.

Ancillary Services represents accumulated funds held for the ongoing operations of ancillaries such as the Bookstore, Conference Services, Continuing Education and Vending.

Capital represents funds held for specific capital projects and the Capital Equipment Replacement Reserve.

Specific Purpose are funds that are restricted internally for specific activities and use, such as conference fees, library fines and reserves.

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

14. Endowments

Endowment contributions form part of accumulated surplus. Changes to the endowment balances are as follows:

	2019	2018
Balance, beginning of year	\$ 60,503	\$ 58,698
Contributions received during the year	1,468	631
Capitalized interest	907	1,174
Balance, end of year	\$ 62,878	\$ 60,503

The balance shown does not include endowment principal with fair value of \$2,129 (2018 - \$2,094) and book value of \$1,681 (2018 - \$1,681) held by the Vancouver Foundation. The excluded principal is not owned or controlled by the University, but income from it is paid to the University to be used for specific purposes.

15. Expenses by object

The following is a summary of expenses by object:

	2019	2018
Salaries and wages	\$ 60,889	\$ 55,835
Benefits	10,682	10,384
Travel and personnel costs	3,412	3,479
Operational supplies and expenses	9,247	8,666
Equipment, furnishings and rent	1,126	1,025
Professional and contracted services	8,897	7,972
Scholarships, fellowships and bursaries	3,801	3,740
Renovations, alterations and maintenance	3,141	2,520
Cost of goods sold	1,795	1,898
Interest	274	296
Utilities	2,563	2,547
Loss on disposal of tangible capital assets	0	1,035
Amortization of tangible capital assets	9,180	9,010
	\$ 115,007	\$ 108,407

16. Related parties:

The University is related through common ownership to all Province of British Columbia ministries, agencies, crown corporations, school districts, health authorities, hospital societies, universities and colleges that are included in the provincial government reporting entity. Transactions with these entities, unless disclosed otherwise, are recorded at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

UNIVERSITY OF NORTHERN BRITISH COLUMBIA

Notes to Consolidated Financial Statements

Year ended March 31, 2019 (in thousands of dollars)

17. Contractual rights

The University receives research grants from various federal and provincial agencies, foundations, and institutions, and also enters into research agreements with some of these parties. The University expects to receive \$13,482 in research funding from fiscal 2020 to 2024.

The University also expects to receive additional research funding from federal, provincial and other sources from 2020 to 2024; however, this additional research funding is not specifically guaranteed to be received in future periods as at March 31, 2019. As a result, this additional research funding is not included in the total noted above.

18. Subsequent events

Subsequent to the year end, the University incurred approximately \$2,600 of salaries and benefits as a result of approved early retirement offers.

19. Comparative figures

Certain of the prior year comparative figures have been reclassified to conform to the current year's presentation; the changes have no effect on the prior year's surplus.

Agenda Item:	4.b. Academic Restructuring – Academic Unit Affiliations and Alignments – D. Ryan
Material:	<ol style="list-style-type: none"> 1. Senate Recommendation – Academic Restructuring 2. Academic Re-Structuring – Academic Unit Affiliations – Senate Motion #S-201904.29 3. Excerpt from Senate Public Session Minutes – April 24, 2019 – Minutes approved, May 22, 2019
Motion:	<p><i>Whereas, on the approval and recommendation of the UNBC Senate, the UNBC Board of Governors approved the establishment of five (5) Faculties (Motion #2019BP02.01.06) conceptually aligned as approved by Senate (Motion #S-2018.11.17) as follows:</i></p> <ul style="list-style-type: none"> • <i>Physical & Applied Sciences</i> • <i>Humanities, Social & Indigenous Studies</i> • <i>Natural Resources & Environmental Studies</i> • <i>Health & Human Sciences</i> • <i>Business & Economics</i> <p><i>subject inter alia to discussions and decisions with respect to naming and affiliation also outlined in that Senate motion.</i></p> <p><i>Now therefore, on the recommendation of the UNBC Senate (Motion #S-201904.29), the Board of Governors approves the following Academic unit affiliations within the five thematically arranged faculties, along with the proposed name for each of the Faculties:</i></p> <ul style="list-style-type: none"> • <i>Faculty of Business and Economics</i> <ul style="list-style-type: none"> ○ <i>School of Business</i> ○ <i>Department of Economics</i> • <i>Faculty of Human and Health Sciences</i> <ul style="list-style-type: none"> ○ <i>School of Education</i> ○ <i>School of Health Sciences</i> ○ <i>School of Nursing</i> ○ <i>Northern Medical Program (*Discussions in progress – UNBC/UBC Affiliation Agreement)</i> ○ <i>Department of Psychology</i> ○ <i>School of Social Work</i>

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| | <ul style="list-style-type: none">• <i>Faculty of Indigenous Studies, Social Sciences and Humanities</i><ul style="list-style-type: none">○ <i>Anthropology</i>○ <i>Department of English</i>○ <i>Department of First Nations Studies</i>○ <i>History</i>○ <i>Department of Global and International Studies</i>○ <i>Political Science</i>○ <i>Women and Gender Studies</i>○ <i>Northern Studies</i>○ <i>Philosophy</i>
• <i>Faculty of Environment</i><ul style="list-style-type: none">○ <i>Ecosystem Science and Management (ESM)</i><ul style="list-style-type: none">• <i>Biology</i>• <i>Forestry</i>• <i>Outdoor Recreation and Tourism Management</i>• <i>Environmental and Sustainability Studies</i>○ <i>School of Environmental Planning</i>○ <i>Geography</i>○ <i>Environmental Science</i>
• <i>Faculty of Science and Engineering</i><ul style="list-style-type: none">○ <i>Chemistry and Biochemistry</i>○ <i>Computer Science</i>○ <i>Engineering (Civil, Environmental, Integrated)</i>○ <i>Math</i>○ <i>Physics</i> |
|--|--|

Academic Restructuring

Whereas, on the approval and recommendation of the UNBC Senate, the UNBC Board of Governors approved the establishment of five (5) Faculties (Motion #201BP02.01.06) conceptually aligned as approved by Senate (Motion: #S-201811.17) and follows:

- Physical & Applied Sciences
- Humanities, Social & Indigenous Studies
- Natural Resources & Environmental Studies
- Health & Human Sciences
- Business & Economics

subject *inter alia* to discussions and decisions with respect to naming and affiliation also outlined in that Senate motion;

And whereas such discussions occurred with and among Faculty Members and Academic Units, specifically: The Provost and Vice-President Academic met individually with each Academic unit to discuss the overall process, estimated timelines, and preferences for affiliation within the new five Faculty model. In some cases, multiple meetings were arranged to discuss the needs of the Academic unit and to answer questions related to the potential alignments. Recognizing that not all faculty members could be in attendance at each of the meetings, an e-vote was initiated to ensure an inclusive process.

With the preferred alignments democratically determined, the Provost and Vice-President Academic invited all Academic units to come together within each of the five Faculties to discuss the naming. At each of the five Faculty meetings, proposals put forward by faculty members were discussed, along with the method of calculating the final results of the vote. The results of the e-votes on naming of the Faculties were announced on April 18th, 2019.

Now therefore be it resolved that, the following Academic unit affiliations within the five thematically arranged faculties, along with the proposed name for each of the Faculties, be approved:

- **Faculty of Business and Economics**
 - School of Business
 - Department of Economics

- **Faculty of Human and Health Sciences**
 - School of Education
 - School of Health Sciences
 - School of Nursing
 - Northern Medical Program (*Discussions in progress – UNBC/UBC Affiliation Agreement)
 - Department of Psychology
 - School of Social Work

- **Faculty of Indigenous Studies, Social Sciences and Humanities**
 - Anthropology
 - Department of English
 - Department of First Nations Studies
 - History

- Department of Global and International Studies
- Political Science
- Women and Gender Studies
- Northern Studies
- Philosophy

- **Faculty of Environment**
 - Ecosystem Science and Management (ESM)
 - Biology
 - Forestry
 - Outdoor Recreation and Tourism Management
 - Environmental and Sustainability Studies
 - School of Environmental Planning
 - Geography
 - Environmental Science

- **Faculty of Science and Engineering**
 - Chemistry and Biochemistry
 - Computer Science
 - Engineering (Civil, Environmental, Integrated)
 - Math
 - Physics

Academic Re-Structuring – Academic Unit Affiliations and Alignments Senate Motion #S-201904.29

12.1 Academic Restructuring - Academic Unit Affiliations and Alignments

S-201904.29

Academic Restructuring – Academic Unit Affiliations

Whereas, on the approval and recommendation of the UNBC Senate, the UNBC Board of Governors approved the establishment of five (5) Faculties (Motion #201BP02.01.06) conceptually aligned as approved by Senate (Motion: #S-201811.17) and follows:

- Physical & Applied Sciences
- Humanities, Social & Indigenous Studies
- Natural Resources & Environmental Studies
- Health & Human Sciences
- Business & Economics

subject *inter alia* to discussions and decisions with respect to naming and affiliation also outlined in that Senate motion;

And whereas such discussions occurred with and among Faculty Members and Academic Units, specifically: the Provost and Vice-President Academic met individually with each Academic unit to discuss the overall process, estimated timelines, and preferences for affiliation within the new five Faculty model. In some cases, multiple meetings were arranged to discuss the needs of the Academic unit and to answer questions related to the potential alignments. Recognizing that not all faculty members could be in attendance at each of the meetings, an e-vote was initiated to ensure an inclusive process.

With the preferred alignments democratically determined, the Provost and Vice-President Academic invited all Academic units to come together within each of the five Faculties to discuss the naming. At each of the five Faculty meetings, proposals put forward by faculty members were discussed, along with the method of calculating the final results of the vote. The results of the e-votes on naming of the Faculties were announced on April 18th, 2019.

Now therefore be it resolved that, the following Academic unit affiliations within the five thematically arranged faculties, along with the proposed name for each of the Faculties, be approved:

- **Faculty of Business and Economics**
 - School of Business
 - Economics
- **Faculty Human and Health Sciences**
 - School of Education
 - School of Health Sciences
 - School of Nursing
 - Northern Medical Program (*Discussions in progress – UNBC/UBC Affiliation Agreement)
 - Department of Psychology
 - School of Social Work

- **Faculty of Indigenous Studies, Social Sciences and Humanities**
 - Anthropology
 - Department of English
 - Department of First Nations Studies
 - History
 - Department of Global and International Studies
 - Political Science
 - Women and Gender Studies
 - Northern Studies
 - Philosophy

- **Faculty of Environment**
 - Ecosystem Science and Management (ESM)
 - Biology
 - Forestry
 - Outdoor Recreation, Tourism and Management
 - Environmental and Sustainability Studies
 - School of Environmental Planning
 - Geography
 - Environmental Science

- **Faculty of Science and Engineering**
 - Chemistry and Biochemistry
 - Computer Science
 - Engineering (Civil, Environmental, Integrated,)
 - Math
 - Physics

Senate Motion #S-201904.29
Excerpt from Senate Public Session Minutes – April 24, 2019
approved May 22, 2019

12.1 Academic Restructuring - Academic Unit Affiliations

S-201904.29

Academic Restructuring – Academic Unit Affiliations

Jackson

Whereas, on the approval and recommendation of the UNBC Senate, the UNBC Board of Governors approved the establishment of five (5) Faculties (Motion #201BP02.01.06) conceptually aligned as approved by Senate (Motion: #S-201811.17) and follows:

- Physical & Applied Sciences
- Humanities, Social & Indigenous Studies
- Natural Resources & Environmental Studies
- Health & Human Sciences
- Business & Economics

subject *inter alia* to discussions and decisions with respect to naming and affiliation also outlined in that Senate motion;

And whereas such discussions occurred with and among Faculty Members and Academic Units, specifically: the Provost and Vice-President Academic met individually with each Academic unit to discuss the overall process, estimated timelines, and preferences for affiliation within the new five Faculty model. In some cases, multiple meetings were arranged to discuss the needs of the Academic unit and to answer questions related to the potential alignments. Recognizing that not all faculty members could be in attendance at each of the meetings, an e-vote was initiated to ensure an inclusive process.

With the preferred alignments democratically determined, the Provost and Vice-President Academic invited all Academic units to come together within each of the five Faculties to discuss the naming. At each of the five Faculty meetings, proposals put forward by faculty members were discussed, along with the method of calculating the final results of the vote. The results of the e-votes on naming of the Faculties were announced on April 18th, 2019.

Now therefore be it resolved that, the following Academic unit affiliations within the five thematically arranged faculties, along with the proposed name for each of the Faculties, be approved:

- **Faculty of Business and Economics**
 - School of Business
 - Economics
- **Faculty of Human and Health Sciences**
 - School of Education
 - School of Health Sciences
 - School of Nursing
 - Northern Medical Program (*Discussions in progress – UNBC/UBC Affiliation Agreement)
 - Department of Psychology
 - School of Social Work

- **Faculty of Indigenous Studies, Social Sciences and Humanities**
 - Anthropology
 - Department of English
 - Department of First Nations Studies
 - History
 - Department of Global and International Studies
 - Political Science
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 - Northern Studies
 - Philosophy

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 - Ecosystem Science and Management (ESM)
 - Biology
 - Forestry
 - Outdoor Recreation, Tourism and Management
 - Environmental and Sustainability Studies
 - School of Environmental Planning
 - Geography
 - Environmental Science

- **Faculty of Science and Engineering**
 - Chemistry and Biochemistry
 - Computer Science
 - Engineering (Civil, Environmental, Integrated,)
 - Math
 - Physics

CARRIED