

BOARD OF GOVERNORS

PUBLIC SESSION MINUTES

Thursday, November 28, 2024

Senate Chamber Room 1079

3:30 pm – 5:00 pm

Present – I. Agoston, A. Alexander, A. Beswick, I. Lakhani, J. Martin – VICE CHAIR, D. McIntosh, J. McKay - CHAIR, T. Morrison, P. Mullins, G. Payne, G. Stewart, T. Whitcombe,

Regrets: E. Dampson, J. Henley,

Governance: K. Howitt (Senior Governance Officer), A. Parent (Governance Officer – Recording),

Administration: B. Owen (Interim Vice-President Academic & Provost), R. Somani (Vice-President Finance and Administration), P. Wood-Adams (Vice-President Research and Innovation)

The meeting commenced at 4:00 pm.

Acknowledgement of Territory

For thousands of years, Indigenous Peoples have walked gently on the diverse traditional territories where the University of Northern British Columbia community is grateful to live, work, learn, and play. We are committed to building and nurturing relationships with Indigenous peoples, we acknowledge their traditional lands.

The Prince George campus is situated on the unceded traditional territory of the Lheidli T'enneh First Nation, part of the Dakelh (Carrier) peoples' territory.

The Chair acknowledged the First Nations territories on which we work.

1. Chair's Remarks

The Chair welcomed everyone to the meeting. The Chair welcomed Vice Chair, Jim Martin. The Chair acknowledged the new Minister and Deputy Minister of Post-Secondary Education and Future Skills:

- Minister – Honorable Anne Kang
- Deputy Minister – Trevor Hughes

- **Declarations of Conflict**

The Chair asked if on reviewing the agenda, if any member of the Board believes they may have a conflict with any item that it be declared.

- T. Whitcombe declared conflict with Item 6. (ii) d. **New Program Approval – PhD in Chemistry**
- G. Payne declared conflict with Item 6.(ii)b Delegation of Authority to the President to approve fees (excluding Tuition Fees)

- Correspondence - none

2. **Approval of Agenda**

MOTION: 2024BP11.28.01 (T. Whitcombe/G. Payne)
That the Agenda for the Public Session of the November 28, 2024, meeting of the Board of Governors be approved as presented.
 CARRIED

3. **Approval of Minutes**

MOTION: 2024BP11.28.02 (G. Stewart/T. Morrison)
That the Public Session Minutes of the October 4, 2024 meeting of the Board of Governors be approved as presented.
 CARRIED

4. **Report from the Closed Session of the Board**

(i) **October 4, 2024**

- UNBC Faculty Association Market Differentials
- Governance Report – Action Items for 2024
- Discussion on the Strategic Enrolment Plan

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

6. **Reports of Committees and Related Motions**

(i) **Audit and Risk Committee** – G. Stewart, Chair Written report received.

- a. **Public Interest Disclosure Policy** – K. Howitt
 The policy was received and discussed.

MOTION: 2024BP11.28.03 (G. Stewart/A. Alexander)
That on the recommendation of the Finance and Investment Committee and the Governance and Human Resources Committee, the Board of Governors approves the Public Interest Disclosure Policy, 2024 as presented.
 CARRIED

- *The Public Interest Disclosure Procedures were included in the meeting package for information.*

(ii) **Finance and Investment Committee** – A. Beswick, Chair Written report received.

- a. **Annual Fees schedule (2% Tuition Fees Increase)** – R. Somani
 Materials were received and reviewed. The Board discussed the proposed tuition increases in relation to the evolving landscape of International Students at UNBC. The increase aims to achieve multiple outcomes, ensuring adequate support for students and administrative processes, providing clarity on costs for incoming international students, narrowing the gap with peer institutions, attaining a competitive 'sticker price,' allowing for necessary tuition relief, scholarships, and bursaries.

T. Whitcombe noted that the rate of inflation is more than 2%.

MOTION: 2024BP11.28.04 (A. Beswick/J. McKay)

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%);

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 Investment Committee the Board approves the 2025-26 Tuition Fee Schedule for the University of Northern British Columbia as presented including a differential fee increase for international undergraduate students as presented in the fee schedule.

CARRIED

b. Delegation of Authority to the President to approve fees (excluding Tuition Fees) – R. Somani

Materials were received and reviewed. G. Payne recused himself.

MOTION: 2024BP11.28.05 (A. Beswick/P. Mullins)

Whereas 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%);

The UNBC Fees Committee reviews all fees and applications related to fees, considers submissions from interested and impacted parties, and provides advice and recommendations to the President with respect to fees, and;

Now therefore, on the recommendation of the Finance and Investment Committee, the Board delegates the authority to approve all fees for the 2025– 2026 planning and budget cycle, except for tuition fees, to the President, acting with the advice of the UNBC Fees Committee and in compliance with the Province of British Columbia's Tuition Limit Policy, effective on approval of the Board.

CARRIED

c. Classroom Technology for Flexible Learning – R. Somani

Materials were received and reviewed.

MOTION: 2024BP11.28.06 (A. Beswick/A. Alexander)

That on the recommendation of the Finance and Investment Committee, the Board of Governors approves Phase 1 of the Hybrid Classroom Initiative, to be procured through an RFP process, with a maximum budget of \$600,000.

CARRIED

d. New Program Approval – PhD in Chemistry – B. Owen

T. Whitcombe recused himself.

Materials were received and reviewed. It was noted that Finance and Investment and Governance & HR committees requested further information on costs and priorities with regards to academic programming.

The Provost reported that following one of the discussions at the committee level regarding the lack of budget or budget template for the process of approving new programming, the Provost will be bringing these considerations to the Board in the future. The Board would like to see a business case process, that shows a methodical, robust process for vetting these proposals and how programming fits into advancing the strategic plan and future planning.

MOTION: 2024BP11.28.07 (A. Beswick/P. Mullins)

That on the recommendation of the Finance and Investment Committee, the Board of Governors approves the new PhD in Chemistry be approved as recommended by Senate.

Amendment (G. Stewart/J. McKay)

That the motion be subject to receiving satisfactory budget for the program and the next Finance and Investment Committee meeting.

CARRIED AS AMENDED

ACTION ITEM:

Management to bring forward a business case process for approving new programming, that identifies budget implications and a methodical, robust process for vetting these proposals that shows how programming fits into advancing the strategic plan and future planning.

- e. **Scholarships, Bursaries and Awards** – P. Woods-Adams
The report was reviewed and discussed

MOTION: 2024BP11.28.08 (A. Beswick/J. Martin)

That on the recommendation of the Finance and Investment Committee, the Board of Governors approves the scholarships, bursaries and awards as recommended and approved by the UNBC Senate, for the period of September 2024 to October 2025, as presented.

CARRIED

- f. **Q2 Financial Forecast** (For information) – R. Somani
The written report was received and discussed.

- (iii) **Governance and Human Resources Committee** – J. McKay, Chair
Written report received and discussed.

- a. **Annual Review of Board Rules – Revised Board Rules** – J. McKay

MOTION: 2024BP11.28.04 (T. Whitcombe/G. Payne)

That, on the recommendation of the Governance and Human Resources Committee, the Board of Governors approves the Revised Board Rules as presented

CARRIED

- b. **Quarterly Board of Governors Appointment Delegation Policy Report** (for information) – R. Somani
Written report received and discussed.

The following notes on this report were received from the Faculty Association. Vice President Finance and Administration remarks noted after each note. An updated report is expected.

1. Katerina Standish was appointed with the primary position of Vice Provost Graduate and Post-Doctoral Studies. Not sure if the “Tenure and Tenure-Track Faculty Appointments” list is just referring to solely tenured positions.

In terms of Katerina, she will be shown at one place instead of two places currently.

2. Andreas Hirt does not hold a tenured or tenure-track position; he is a full-time term faculty member so should not be on this list.

The faculty member was hired as a term faculty, as mentioned in the report. This need to be excluded from this list/category.

3. Jennifer Roters’s rank is Assistant Professor.

This Faculty member was hired initially as a Lecturer and was subsequently promoted and back dated to the original hire date. The description can be updated with a note.

c. Health and Safety Annual Report – R. Somani

Written report received and discussed.

d. Human Resources Annual Dashboard – R. Somani

Written report received and discussed.

e. Sexual Violence and Misconduct Prevention Report – R. Somani

Written report received.

7. Mandatory and Standing Reports – Public Session

a. Report of the President – G. Payne

- Regular Report
Written report received.
- **Senate Update (verbal)**
 - Regular Senate meetings were held in October and November.
 - Our next regular meeting of Senate is on January 22, 2025.
 - Joint Board and Senate Dinner will be held after the January Board meeting on January 30, 2025.
 - Senate continues its usual business of course revisions, approvals, other calendar updates and revisions.
 - Senate approved New Program Approvals – PhD, Chemistry, Masters of Arts in Applied Economics
 - Received reports from NRESi Annual Report, UNBC Research Ethics Board
 - Discussed the Quality Assessment Process and Criteria
 - Consulted on the Naming of Physical Assess Policy
 - Approved new Policy and Procedures for the Bestowal of the Title Professor Emeritus/Emerita.
 - Senate was provided an opportunity to consult the Student Housing project.
 - Senate approved the terms of reference and conditions for four new awards.
 - Senate approved recommendations to the President and Vice President, Academic & Provost from the Senate Committee on Student Appeals.
 - Senate received a report on the Turnover of Leadership at UNBC and in the Post-Secondary Sector.

b. Public Reports of the Vice-Presidents, written

- Interim Vice-President Academic and Provost – B. Owen
Written report received and discussed.
 - Notification of Upcoming Promotion and Tenure process (Verbal)
 - Summary of Maclean's Magazine
- Vice-President, Finance and Administration – R. Somani
Written report received and discussed.
 - Report on Elevating Devices Safety Regulation & Power Engineers, Boiler, Pressure Vessel, & Refrigeration Safety Regulations

- Vice-President, Research and Innovation – P. Wood-Adams
Written report received and discussed.

8. Other Business

a. Schedule of Upcoming UNBC Events

- Staff & Faculty Holiday Reception- December 11th from 2:30-4pm
- Next Senate meeting- Wednesday, January 22 from 3:30 to 5:30 p.m
- Next Board meeting- Thursday, January 30 from 3:30 to 5:30 p.m
- UNBC Joint Board and Senate Dinner Thursday, January 30 from 5: 30p.m to 8:00 p.m
- Employee Recognition- Wednesday, February 13 from 3:00 p.m to 4:30 p.m

For more UNBC events, please visit www2.unbc.ca/events

9. Adjournment

MOTION: 2024BP11.28 (T. Whitcombe) <i>That the Board Public Session be adjourned.</i> CARRIED

The meeting adjourned at 5:37pm.