

BOARD OF GOVERNORS PUBLIC SESSION MINUTES –
Senate Chambers
TELECONFERENCE

Friday, March 27, 2015
1:00pm – 2:20pm

Participants:

Stephen Bennett (regrets), Andy Clough (regrets), Carolee Clyne, Kathy Lewis, John MacDonald, Judy Mason, Ryan Matheson, Harry Nyce Sr. (regrets), Don Prior (regrets), Jonathan Swainger, John Turner (Chair), Daniel Weeks, Simon Yu

UNBC Representatives (Non-Voting):

Ranjana Bird (Vice-President Research), Eileen Bray (Vice-President Administration and Finance), John Young (Interim Vice-President Academic and Provost), Rob van Adrichem (Vice-President External Relations), Allyson Truant (Interim EA, Board of Governors - Recording)

The meeting commenced at 1:05pm.

1. Chair's Remarks

The Chair welcomed all Board Members, support staff and gallery guests and thanked them all for attending. He acknowledged that the meeting was being held on Lheidli T'enneh territorial lands and conveyed his thanks.

J. Turner thanked Shannon Norum, Stephen Bennett and Kathy Lewis for their service to the Board as their terms of office would be expiring at the end of the month.

NOTE: *The Board of Governors Agenda for the Public Session consists of a consent agenda and a regular agenda. The consent agenda contains items that are routine and non-controversial, and discussion is not necessary. The consent agenda is moved and approved as a group. The Chair will inquire whether there are any items that need to be removed from the consent agenda and if so, these items will be placed on the regular agenda. The Chair will ask for approval of the items or motions on the consent agenda as follows:*

Motion: 2015BP03.27.01

Mover: Lewis/Seconder: Yu

That the items or motions on the consent agenda, except for removal of item #6e for placement on the regular agenda, be approved as presented.

CARRIED

2. Approval of Agenda

Motion: 2015BP03.27.02

Swainger/Mason

That, the Agenda for the Public Session of the March 27, 2015 meeting of the Board of Governors be approved, as presented.

CARRIED

3. **Approval of Minutes**

November 29, 2014

Motion: 2015BP03.27.03

Matheson/Mason

That the Public Session Minutes of the November 29, 2014 meeting of the Board of Governors be approved with the following amendment:

- *The first line under item #9a to be amended to read: Research revenue has increased to \$12million.*

CARRIED

4. **Business Arising**

There was no business arising from the Minutes presented.

5. **Human Resources Committee – Judy Mason, Chair**

a. Health and Safety Report

This report is presented annually to the Board and shows compliance of regulatory items.

b. Currently Advertised Faculty Positions

There were eleven positions advertised as at the date of the report.

6. **Finance and Audit Committee – John Turner, Acting Chair**

a. UNBC Fees Schedule 2015/2016

There were no additional comments.

Motion: 2015BP03.27.04

Swainger/Lewis

That, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the 2015/16 Fee Schedule for the University of Northern British Columbia, as presented.

CARRIED

c. UNBC General Operating Budget 2015/2016

Ms. E. Bray advised the Board that the General Operating Budget has not been brought forward for approval, as is normally done at this time, as additional work needs to be done. The information presented was as at February 13, 2015 and since then the estimates require additional work. The revised budget will be brought to the May Board meeting for approval. The budget document presented was a “best scenario” budget.

The President reiterated what was said at Senate two days earlier regarding the need for more transparency and following through with his commitment to ensuring this is provided in future. He said that the discussion with the Senate was very enlightening and one of the primary issues was that of trust. Much needs to be done to rebuild “trust” and he is committed to doing whatever he can to regain this. Dr. Weeks’s advised that he has agreed to a series of presentations to the Senate and the Board regarding budgetary issues and will expand these to include other activities such as holding a budget day for anyone to attend; alumni, staff and students, so everyone can better understand the budget and become more fulsome partners.

The President commended the work of E. Bray and her staff and stated that their work meets all regulatory standards. He also agreed that it is not always easy to understand budget documents. He advised that some institutions unpack their budget for easy understanding, but that this comes with an additional cost for preparation. Another option would be to decentralize the budget. He would like to put out these options for consensus on what would work best for UNBC.

Options would also be considered in conjunction with the UNBC Plan and academic structure as the final budget has to serve our academic structure and function.

Questions were asked about one time transfers and Faculty Travel Grants. One time transfers is the main way to make up budgetary shortfalls, and it was confirmed that as there are sufficient funds in the faculty travel grant budget line, there is no need of a transfer this year. There are sufficient funds to support spending at the same levels as in the past.

The President stated that while budgeting will be dictated by the needs of the Senate and Board, as he serves both these governing bodies, he will be lead by the Board.

d. UNBC Annual Ancillary Budget 2015/2016

The Ancillary budget for 2015/16 was prepared in mid February and as other decisions were made in the last few weeks, it will be re-worked and brought back in May for approval. This budget is constructed on expected revenues.

There were questions regarding renovations of the residences, which were believed to be linked to the renovations to the cafeteria. E. Bray explained that these may be delayed for a year because of the renovations budget. We are working with a consultant and will be consulting with the students.

The need for more consultation was requested by Board Members and the President advised that this will be done in future.

d. Quarterly Reports - information

- (i) General Operating Fund Report to December 31, 2014
- (ii) Consolidated Financial Report to December 31, 2014
- (iii) Quarterly Forecast

e. Capital Projects Update

K. Lewis asked about the plan for consultation. Ms. Bray responded that projects have been rejuvenated and that the University community will be consulted.

There is underutilized space which is being considered, but some of these spaces are identified for specific functions and cannot be used for anything else. These include the Sports facility, teaching space and lab space.

f. Northern Medical Program 2015/2016 Budget - information

g. Audit Plan and Schedule - information

h. Enrolment Report

J. Young spoke about the decrease in enrolment, which is very concerning. This will be the first priority for the incoming Provost, who will begin his duties at UNBC on May 1, 2015. He has considerable expertise in this area.

i. Agreements, Scholarships, Bursaries and Awards - information

j. Regional Operations Report

Dr. Mark Dale, Dean of Regional Programs provided a verbal update on the two items of importance:

1. We are currently in discussion with the Provincial Government and Northern Lights College regarding the establishment of a Nursing Program in the North East.
2. A consultant was hired to review regional campus renovations and provide advice.

ACTION: A full report will be made at the May Board meeting.

Other areas of importance are:

- the need for a Business Program in all the regions. There will be meetings today to discuss what it should look like;
- enrolments in the regional Colleges, which we have a vested interest in as these students may chose to continue on at UNBC upon completion of the first and second year at the Colleges;
- there have been a number of changes in senior executives of all three Colleges and we are hoping for greater stability.

k. Banking Services Contract – 2 year extension

This extension is being requested as the contract will expire this year, and as work is being done to have services such as these centralized, and extension would be more cost effective than going to a Request for Proposal.

Motion:2015BP03.27.05

Yu/Lewis

That, on the recommendation of the Finance and Audit Committee, the Board of Governors approves the two-year extension to the banking contract between the Bank of Montreal and the University of Northern British Columbia for the period ending July 31/17.

CARRIED

7. Governance Committee

8. Office of External Relations

a. Office of External Relations Report

(i) Fundraising Report

At the next meeting, R. van Adrichem will have numbers for fundraising activities.

(ii) Communications with Stakeholders

(iii) Report on Government Relations

R. van Adrichem has been working with UNBC recruiters for greater communication of the awards, scholarships and bursaries being offered by the institution, as it was noted that the areas of greatest needs are down slightly.

The need for an effective Communications Plan was raised. R. van Adrichem confirmed that the Office of Communications has been working on this and a draft will be brought forward for discussion. He confirmed that there is a plan for quick communication both internally and externally. The main objective being the direction of people to the Communications website.

ACTION: R. van Adrichem to bring the draft Communications Plan to the next meeting of the Board for discussion.

9. Office of Research – Ranjana Bird

a. Office of Research Report

Dr. R. Bird reported that the first part of her report was directed to her activity and the second to research accomplishments. These were highlighted to show the Board the diverse research projects currently undertaken by faculty and staff.

ACTION: At the request of the Board, totals for each discipline will be provided. This will begin in the Fall.

10. President's Report

a. Report on President's Activities

Dr. Weeks reported on the following activities:

- the planning retreat in January was of great value to all;
- he has had several meetings with the new Minister, Andrew Wilkinson, and is getting to know the Deputy Minister, Sandra Carroll;
- reconnected with Premier Christy Clark;
- met several times with the new Mayor, Lyn Hall, to discuss education initiatives;
- presented to the Prince George Chamber of Commerce recently;
- attended the School of Environmental Planning Annual Award Dinner;
- attended the UNBC Student Leadership Gala;
- met with his Excellency David Johnston, Governor General of Canada;
- attended a UNBC Legacy breakfast with Hayley Wickenheiser, which raised \$50,000 for student awards.

Dr. Weeks thanked all the Vice Presidents for their support to him directly.

He added that the recent job action was a significant event, and his interaction with faculty, students, staff and members of the community at the recent Senate meeting was an eye opening experience. He understood their deep frustration. If the bicameral system of governance is to work, Senate expects the Board to do its job. He believes we will all come out of this stronger going forward.

A number of appointed Board positions are opening in the next few months, and he has asked the Minister for his help in ensuring the filling of these vacancies in a timely manner.

Regarding the membership of the Education Committee, which the Mayor has launched to promote the city as an education hub, Dr. Weeks will bring back information to the Board.

11. Chancellor's Report

12. Other Business

a. Update on Labour Negotiations

J. Young advised that Section 55 brought about a suspension of job action. Mediation began on Wednesday and has concluded. Dr. Young explained the possible outcomes of the process.

Adjournment

Motion: 2015BP03.27.06
Mason/Clyne

That, the meeting be adjourned.

CARRIED

The meeting adjourned at 2:20pm