

**Brandon University Board of Governors
(Open Session)**

**Thursday, June 26, 2008
Louis Riel Room**

Present: Mr. R. Lonstrup (Chair), Mr. J. Janzen, Dr. L. Visentin, Mr. S. Stewart, Mr. B. Gamblin, Ms P. Gardner, Mr. J. Malik, Ms K. Janz, Mr. S. Montague, Dr. R. Robinson, Ms K. Bayes, Ms L. Wishart, Mr. T. Matthews

Resource: Mrs. K. Gross, Mrs. K. Fisher (Recorder)

Regrets: Mr. S. Lamont, Dr. S. Grills, Mr. E. Schreyer

Absent: Ms K. Decter, Dr. L. Mayer

1.0 CALL TO ORDER

The Chair called the meeting to order at 5:08 p.m.

2.0 AGENDA AND MINUTES

2.1 Approval of Agenda of June 26, 2008

Motion: Moved and seconded (S. Stewart/R. Robinson)

BE IT RESOLVED THAT the agenda of the June 26, 2008, Board of Governors meeting (Open Session) be approved as amended.

Additions:

5.2 Correspondence from Carol Bellringer, Auditor General

5.3 Correspondence from BUZU Club Inc. (SUDS)

5.4 Correspondence from BUFA

Amendments:

6.9 c) Motion: Statement of Intent – Biology Major for 3-Year, 4-Year, and 4-Year Honours Bachelor of Science Degree

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CARRIED
AS AMENDED**

2.2 Move to Closed Session

Motion: Moved and seconded (L. Visentin/B. Gamblin)

BE IT RESOLVED THAT the meeting moves to Closed Session.

2.3 Approval of Minutes of May 22, 2008

Motion: Moved and seconded (L. Visentin/S. Stewart)

BE IT RESOLVED THAT the minutes of the May 22, 2008, Board of Governors meeting Open session be approved.

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CARRIED**

2.4 Motion(s) Raised from Closed Session

BE IT RESOLVED THAT the following motion(s) were raised from Closed Session:

BE IT RESOLVED THAT the attached document, prepared in accordance with the Public Sector Compensation Disclosure Act, be approved and that the information be released publicly on June 27, 2008.

BE IT RESOLVED THAT Dr. Linda Ross, Dean, Health Studies, be granted a one year administrative leave commencing August 1, 2008 at 100% salary and 100% of administrative stipend for the first 10 months of the leave and 100% salary for the remaining 2 months.

BE IT RESOLVED THAT the Board of Governors approve the following application for Sabbatical Leave, as recommended by the President:

STUDENT SERVICES:

Coates, Greg.....From January 1, 2009 to December 31, 2009 at 80%

BE IT RESOLVED THAT Brandon University shall pay the moving expenses of Dr. and Mrs. Visentin totalling \$18,269.48 as quoted by Quick Transfer Ltd. on June 13, 2008.

BE IT RESOLVED THAT the Board of Governors approve the appointment of Dr. Austin Gulliver as the acting Dean of Graduate Studies for a one-year term commencing August 1, 2008 until July 31, 2009.

CARRIED

3.0 DELEGATIONS

- 3.1 Ms Carol Bellringer, Auditor General of Manitoba, Ms Deborah Berkan, Director, Financial & Registration Services, Mr. Todd Birkhan (BDO) and Mrs. Jeanne Millis (BDO)

The Chair welcomed the delegation and introduced Ms Deborah Berkan, Director, Financial & Registration Services, Ms Carol Bellringer, Auditor General of Manitoba, and Mrs. Jeanne Millis of BDO Dunwoody.

Ms Bellringer briefly reviewed the correspondence attached as agenda item 5.2 with the committee. She stated that the audit opinion is complete and they are prepared to issue the Auditor's Report after approval of the financial statements by the Board. Ms Bellringer further stated that Brandon University is on the strong end in terms of financial health.

Mr. Janzen stated that with regards to the Brandon University Retirement Plan, he did not see any statement as to the fees/expenses of the investment managers. In response, Ms Berkan referred the committee to page 11 of the Brandon University Retirement Plan Annual Report which outlines the administrative expenses.

4.0 CONTINUING BUSINESS

- 4.1 There was no continuing business.

5.0 CORRESPONDENCE

- 5.1 Thank You Letters – Board of Governors Entrance Scholarships

Thank you letters were received from three students who have received Board of Governors Entrance Scholarships.

- 5.2 Correspondence from Carol Bellringer, Auditor General

Correspondence was received from Ms Carol Bellringer, Auditor General, regarding the completion of the Brandon University audit for the year ended March 31, 2008.

- 5.3 Correspondence from BUZU Club Inc. (SUDS)

Correspondence dated June 24, 2008, was received from The Student Union Drinking Spot regarding the proposed Clean Air Policy.

- 5.4 Correspondence from BUFA

Correspondence dated June 25, 2008, was received from the Brandon University Faculty Association regarding the proposed Clean Air Policy.

6.0 REPORTS

6.1 Executive Committee (R. Lonstrup)

a) Motion: Clean Air Policy

Motion: Moved and Seconded (/)

BE IT RESOLVED THAT the Board of Governors approve the proposed Clean Air Policy to be implemented on September 1, 2008.

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This item was deferred to a later meeting.

b) Motion: Financial Statements (audited) for the year ended December 31, 2007 for the Brandon University Retirement Plan

Motion: Moved and Seconded (L. Visentin/S. Stewart)

BE IT RESOLVED THAT the Financial Statements (audited) for the Brandon University Retirement Plan for the year ended December 31, 2007 be approved.

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Ms Deb Berkan, Director of Financial and Registration Services stated that the financial statements and corresponding report is included in the package. The University is not required to have an actuarial valuation done until December 31, 2009. As of December 31, 2007, the projected surplus was 6.7 million dollars. She added that the University is within the Pension Plan limits and there is no requirement to increase contributions or decrease excess assets.

Mr. Janzen asked if the plan is dependent on financial investments rather than pension input and Ms Berkan answered yes. Mr. Janzen inquired about what the rate of return would be in order to achieve solvency. Ms Berkan referred to page five, bottom paragraph, stating the objective is CPI plus 3%. Mr. Janzen asked if this was indeed the true objective. Ms Berkan stated that she could not provide an answer as she does not sit on the Pension Plan Committee. She offered to contact the committee for the answer.

CARRIED

c) Motion: Summary of Scholarships and Bursary Donations

Motion: Moved and Seconded (L. Visentin/S. Stewart)

BE IT RESOLVED THAT the Auditor's report for the Manitoba Scholarship and Bursary Initiative be approved.

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CARRIED**

6.2 President (Dr. L. Visentin)

a) Other Matters:

June 4 – Meeting Electoral Divisions Boundaries Commission
June 9 – Chancellor Elect Visit
June 12 – ACC Graduation
June 17 – SACEIF Teleconference
June 24 – Meeting COPUM and Board Chair Dinner
June 25 – Meeting with Rick Borotsik (MLA Brandon West) and Myrna Driedger (MLA Charleswood)
June 27 – President Leaving for Vacation

Upcoming:

August 25 – Training Session – Respectful Environment Policy with Sharon Cartmill, Taylor McCaffrey – President's Advisory Group
August 29 – General Faculty Council and President's Picnic
September 2 – Launch, WMCA
September 3 – First Day of Classes

Ms Janz inquired as to the next steps in the Electoral Boundaries process. Dr. Visentin explained the process to the Board.

Mr. Janzen asked whether the President discussed the future funding of post-secondary education with the Conservative MLAs. Dr. Visentin stated that at the time of his meeting he was not aware of the recent announcements so they did not discuss it.

b) Motion: Financial Statements (audited) for the year ended March 31, 2008

Motion: Moved and Seconded (L. Visentin/R. Robinson)

BE IT RESOLVED THAT the Financial Statements (audited) for Brandon University for the year ended March 31, 2008, be approved.

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Ms Berkan stated that there were no errors or misstatements and the University recorded a surplus as of March 31, 2008.

CARRIED

- c) Motion: Auditor's Report on Applying Agreed-Upon Procedures regarding the University's compliance with the U.S. Department of Education's Federal Family Education Loan Program for the year ended March 31, 2006

Motion: Moved and Seconded (L. Visentin/J. Malik)

BE IT RESOLVED THAT the Board of Governors approve the University's compliance with the U.S. Department of Education's Federal Family Education Loan Program for the year ended March 31, 2007.

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The University is complying with the regulations outlined in the program.

CARRIED

- d) Status of BJ Hales Museum

This item was deferred until the August meeting.

6.3 Board Budget Committee (R. Lonstrup)

There was no report.

6.4 By-laws and Nominating Committee (B. Gamblin)

- a) Board Representative on Dean of Arts Search Committee

Mrs. Gross reported that Maureen Geldart of The Geldart Group has been commissioned as the search consultant for the Dean of Arts search committee.

Ms Gross stated that the process will begin in late September and will hopefully conclude in December. One representative from the Board of Governors is required to sit on this search committee.

The Chair called for nominations and only one was received.

Motion: Moved and Seconded (S. Montague/L. Visentin)

BE IT RESOLVED THAT Lisa Wishart be named as the Board of Governors representative on the Dean of Arts Search Committee.

CARRIED

6.5 Brandon University Foundation (Vacant/Vacant/J. Malik)

Mr. Malik reported that the Annual General Meeting was held on May 30, 2008, at the Victoria Inn. A luncheon was also held to honour all donors. The Treasurer reported that as of March 31, 2008, net assets were around 33 million. Heathridge Capital Management reported that under the current economic environment, the BUF portfolio is doing reasonably well. The BUF by-laws were amended and by-laws no. 3 and 28 were removed in their entirety as they are no longer applicable. Sub-committees were also amalgamated resulting in the following new committees: Fundraising; Stewardship; BUF Honorary Directors; Integrated Committee (formerly Investment and Management Committees).

Mr. Stewart stated that because of the amalgamation, there are some structural issues that will need to be clarified (e.g. the number of reps).

Ms Gross stated that the Foundation has not yet provided us with their information as to how many Board representatives there will be.

6.6 Knowles-Douglas Student Centre (S. Lamont/Vacant/Vacant)

There was no report. Mr. Montague stated that a meeting is to be called within the next couple of weeks so a report should be available for the next Board meeting.

6.7 Board of Trustees of the BU Retirement Plan (S. Lamont/B. Gamblin)

Mr. Gamblin stated that the Plan is solvent and even with the market fluctuations it earned approximately 2.2%. Mr. Gamblin further stated that although he did not do any projections, he estimates that approximately 5 million per year is paid out as retirement fees and expenses.

Mr. Janzen stated that the ratio of pensioners to investment returns appears to be dropping and he expressed concern that although the Canadian markets have been strong, this fund may see some difficulty in the coming years.

6.8 Review Committee on the Status of Women (J. Malik)

The next meeting is being proposed for the second week in July.

6.9 Senate (R. Robinson/L. Mayer)

a) Senate Representative to the Board of Governors – Dr. Lorraine Mayer

Dr. Robinson stated that the Inaugural meeting of 41st senate was held on June 10, at which Dr. Lorraine Mayer was elected as the new Senate

Representative to the Board. Dr. Mayer replaces Dr. James Naylor who was the previous representative.

- b) Motion: Proposal for the Establishment of a Faculty of Graduate Studies at Brandon University

Motion: Moved and Seconded (R. Robinson/L. Visentin)

BE IT RESOLVED THAT the Board of Governors approve the Proposal for a Faculty of Graduate Studies at Brandon University and forward the Proposal to the Council on Post-Secondary Education (COPSE) for appropriate action.

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Dr. Robinson stated that we currently have a number of graduate programs with no central coordination and there are very few institutions across Canada that do not have a Faculty of Graduate Studies. This proposal is to coordinate the current programs with the hope that new ones will be introduced.

CARRIED

- c) Motion: Statement of Intent for a 3-Year, 4-Year, and 4-Year Honours Bachelor of Science Degree

Motion: Moved and Seconded (R. Robinson/L. Visentin)

BE IT RESOLVED THAT the Board of Governors approve the Statement of Intent for a 3-Year, 4-Year and 4-Year Honours Major in Biology and forward it to the Council on Post-Secondary Education (COPSE) for appropriate action.

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Dr. Robinson stated that this proposal is a result of the amalgamation of the Botany and Zoology Departments and provides for a single degree that stems from both programs. Dr. Robinson stated that this is a dynamic and valuable degree for both the University and its students.

Mr. Janzen stated that the amalgamation of these departments occurred earlier in the year and he was wondering if any negative feedback has arisen as a result.

Dr. Visentin stated that surprisingly no negative feedback has been received. The majority of the faculty are quite happy and are proposing to move this department in a new direction. The morale in science is very

positive and they have found this unification to be very productive and effective in bringing people together.

Dr. Robinson added that the department appears to be very energized and the people she has spoken with have been very positive and have no complaints.

Dr. Visentin stated that they have received substantial funding in recent months which is definitely helping to increase morale.

CARRIED

6.10 Brandon University Alumni Association (R. Lonstrup)

Mr. Lonstrup stated that the last meeting of the BUAA was on May 12th. A new logo, designed by Bryan Cesmystruk of IMG, was selected and Mr. Lonstrup passed around a sample of the new logo for members to see. Mr. Lonstrup further reported that Homecoming will be held October 17 – 19 and will have events such as class reunions, wine and cheese welcome reception, city bus tours, and Andrew the Magician is to perform at the farewell brunch on Sunday.

Mr. Lonstrup stated that the BUAA did very well in terms of alumni merchandise sold at Convocation. He further stated that this is the first year they will not have any involvement with the Clear Lake social.

6.11 Brandon University Students' Union (S. Montague/K. Bayes)

Mr. Montague stated that he and other members of BUSU attended the Canadian Federation of Students sessions in Ottawa in late May. He further stated that BUSU will be launching an online tutoring registry as opposed to allocating funds to the University for tutoring sessions. BUSU hopes to launch the online registry before the September classes commence. Mr. Montague also stated that the new health and dental plan has been finalized and will be in place for students beginning in September.

Mr. Montague stated that he plans to attend the July 21, 2008, meeting of City Council to discuss the parking by-law. He stated that the time limits imposed do not correspond with class times (ie. two hour parking limit but some classes are three hours). BUSU is also in the process of planning their Rock-the-Block event which will be held on September 3. The acts have not yet been finalized but a big announcement should come shortly. Finally, Mr. Montague reported that Melissa Moffat, office assistant for BUSU is relocating to Russell and has therefore resigned from her position. BUSU has hired Ms Karen Marchand, formerly of The Marquis Project, to replace Melissa.

7.0 NEW BUSINESS

There was no new business.

8. ANY OTHER BUSINESS

8.1 Thank retiring Board members

The Chair thanked retiring Board members Jake Janzen, Bill Gamblin, Thomas Mathews, and James Naylor, all of whom will not be joining us when we resume in the fall. The Chair also stated that both Lisa Wishart and Katie Decter intend to return for another year.

9. INFORMATION

Brandon University Report of Staff Changes for May 2008

Final List of Graduates of the May 31, 2008 Spring Convocation

2008 – 2009 Brandon University Senate

Transactions of \$25,000 or More – May 3, 2008 to June 6, 2008

Items 9.1 through 9.4 were received for information.

10. ADJOURNMENT

Motion: Moved and seconded (T. Mathews/P. Gardner)

BE IT RESOLVED THAT the meeting adjourn (6:26 p.m.)

CARRIED

Chair, Board of Governors

Secretary, Board of Governors