

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

**Thursday, September 25, 2008
Room 043 Health Studies**

Present: Mr. R. Lonstrup (Chair), Ms P. Gardner, Mr. J. Malik, Mr. S. Montague, Dr. R. Robinson, Ms K. Bayes, Mr. S. Stewart, Mrs. L. McDougald-Williams, Mrs. L. Austen, Dr. N. Neary, Dr. F. Nichols, Dr. L. Mayer

Resource: Mr. S. Lamont, Dr. S. Grills, Mrs. K. Fisher (Recorder), Mrs. C. Magee

Regrets: Dr. L. Visentin, Mrs. K. Gross, Ms L. Wishart, Ms K. Janz

1.0 CALL TO ORDER

The Chair called the meeting to order at 5:11 p.m.

2.0 AGENDA AND MINUTES

2.1 Approval of Agenda of September 25, 2008

Motion: Moved and seconded (R. Robinson/L. Mayer)

BE IT RESOLVED THAT the agenda of the September 25, 2008, Board of Governors meeting (Open Session) be approved as amended.

Item 6.5 a) should read “Minutes of September 11, 2008 (Subject to Approval of BBC)

**96 Sept08
CARRIED AS
AMENDED**

2.2 Move to Closed Session

Motion: Moved and seconded (L. Austen/K. Bayes)

BE IT RESOLVED THAT the meeting moves to Closed Session.

2.3 Approval of Minutes of August 28, 2008

Motion: Moved and seconded (P. Gardner/L. Austen)

BE IT RESOLVED THAT the minutes of the August 28, 2008, Board of Governors meeting Open session be approved as amended.

Amendment:

Dr. L. Mayer was present at the meeting of August 28, 2008.

**98 Sept08
CARRIED AS
AMENDED**

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 Dr. Andrew Pernal (Dept. of History) be granted Professor Emeritus status.

3.0 DELEGATIONS

3.1 There were no delegations.

4.0 CONTINUING BUSINESS

4.1 The Chair welcomed four new Board members: Laura McDougald-Williams; Frank Nichols, Lauren Austen, and Neil Neary.

5.0 CORRESPONDENCE

5.1 Thank You Letters – Board of Governors Entrance Scholarships

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

5.2 Correspondence from the Council on Post-Secondary Education dated August 28, 2008, regarding budget estimates

An invitation was received by the Chair to provide a presentation concerning the institutional funding requirements for the subsequent fiscal year. This presentation will take place on October 6, 2008, in Room 043 Health Studies at 1:00 p.m. All Board members are welcome to attend.

5.3 Correspondence from Mr. Dennis Oleson (BUFA) dated September 15, 2008, regarding Room 141, Health Studies

Letter will not be accepted as a counterproposal. Mr. Lamont stated that when he is scheduled to speak to the motion, he will address the matters that Prof. Oleson raised as well.

6.0 REPORTS

6.1 Executive Committee (R. Lonstrup)

There was no report.

6.2 President (Dr. L. Visentin)

a) Other Matters:

No other matters were discussed.

6.3 Vice-President (Academic & Research) (S. Grills)

a) Other Matters

Dr. Grills reported that his office is working to facilitate and support the external review of the First Nations and Aboriginal Counselling (FNAC) Program. The University Registrar is working with the Institutional Analyst to prepare a graduate survey on this program.

It was noted that an external review of the Department of Business Administration is also planned for this year. The Faculty of Arts will be picking their review member in the coming weeks. This Department has more than 200 students and 6 faculty members. These faculty members feel some strain so we may potentially need to ask for additional resources from the province.

The Council on Post-Secondary Education has asked that we develop an internal institutional ranking for new programs. Dr. Grills noted that no new programs received funding last year and the five faculties are collectively seeking 2.2 million dollars in funding for new positions and expansions for new programs:

It was noted that the University has received approval to bring aquatics into animal care projects; however, additional funding is necessary to improve air handling before rodents can be brought in the area.

The Vice-President (Academic & Research)'s office is currently leading two searches – Dean of Arts and Director of Campus Manitoba. The Director of Campus Manitoba is responsible to a consortium but reports to

Dr. Grills' office. Representatives from other institutions will sit on this search committee.

A discussion took place regarding the internal ranking system for new programs. Dr. Grills stated that he has asked the Deans to first develop unit priorities. Senior Administration will then have a sense of the priorities from each of the five units and will be able to prioritize them as an institution.

6.4 Vice-President (Administration & Finance) (S. Lamont)

a) Other Matters

Mr. Lamont noted that funding for the Healthy Living Centre is doing well on the private side but we are still looking for funding from the Federal and Provincial Government from the infrastructure fund. Federal money has been tied up in diversion project in Winnipeg but we have been told that once these issues are resolved, the administrative issues will come together fairly quickly and funding will become available. Mr. Kirk De Fazio, Athletic Director, spoke at the Chamber of Commerce Luncheon this week regarding support for the Healthy Living Centre, which was well received.

It was noted that the University has been reviewing their insurance coverage as part of risk management. Students are not currently covered by Worker's Compensation so the University looked at waivers for students who may wish to partake. Coverage for different programs (i.e. athletics, Mini U, etc.) is also being reviewed.

A discussion took place regarding the mode of transportation for the athletic teams. It was noted that large vans are periodically rented but we try to limit the use of these as it is typically the coach that drives. Most travel is done by Greyhound or airplane because the male and female teams normally travel together.

The Province of Manitoba is working on a new data management system and is looking to collect private information of staff and students. This certainly raises questions regarding the protection of one's privacy under the Freedom of Information and Personal Privacy Act. Dr. Charles Ungerleider has been brought in to advise the government. Dr. Ungerleider has met with all of the universities and colleges in the province and all are happy to comply and provide the information but only after being told why it is being collected. The University does not yet know what information they will be asking for.

Mr. Lamont noted that he continues to work with StanTech Consulting Ltd. out of Winnipeg regarding Major Capital Projects at institutions within Manitoba. The objective is to prioritize which projects should

come first. There is potentially a large sum available for deferred maintenance projects.

The University will present their budget estimates to COPSE on October 6. It was noted that COPSE also has a Board and this is the only time that we have an opportunity to speak with them. Mr. Lamont encouraged students, faculty, Board members, and administration to attend to help persuade the government that the things we are doing here are important and worth doing.

The University will host a United Way Luncheon on Tuesday, September 30, 2008, to kick off the campaign on campus. There are a number of people who were invited and we encourage people to donate.

b) Baby Change Stations

Mr. Lamont stated that the Women's Collective sent a proposal suggesting that the University have baby change stations installed on campus. It was noted that there are relatively few young infants on campus and the need for stations on campus is not great. Four change stations have been ordered, two have come in thus far. Tables will be installed in the basement washrooms (male and female) in the Knowles-Douglas building and two will be installed in the washrooms outside of the Main Dining Hall. It was noted that change tables will be incorporated into the gymnasium when it is renovated. This issue will be dealt with on an as needed basis. The initial cost is not an issue, it is the maintenance to ensure that they are properly cleaned and maintained once installed.

It was agreed that Mr. Montague would convey this information on to the Women's Collective on behalf of the Board.

c) Sale of Property – Old Steam Plant

Mr. Lamont noted that the Brandon University campus is heated by a steam plant which is located on 20th Street. This plant has a gas fired boiler with oil tanks in the ground providing an uninterrupted gas supply. The previous plant, located on 22nd Street, was decommissioned in 1990 as it was more of a liability than an asset. This property was recently sold for \$102,000 with a possession date of October 1, 2008, to Eco Green for Lawns and Trees. Mr. Lamont noted that it is the responsibility of administration to report any substantial changes in the use of University property to the Board of Governors.

d) Motion: Protocol for the Use of Room 141 in the Health Studies Building

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

BE IT RESOLVED THAT the Board of Governors approve the Protocol for the Use of Room 141 in the Health Studies Building as recommended by the President and the Board Executive Committee.

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Mr. Lamont noted that there are two documents included in the package – one is the proposed protocol prepared by the University administration which is attached to the motion sheet and the other is listed as correspondence received by Mr. Dennis Oleson after consulting with members involved with the FNAC Program. The proposed protocol document is a culmination of a number of discussions held over the course of several years. This room was originally designed to be a multipurpose room. The President, Vice-President (Administration & Finance), architect, and meeting notes are all of the opinion that the room was to be developed for multi purposes and multi users. Members of the FNAC Program want this space to be declared sacred which is contrary to its proposed use. Independent reviewers set out to determine if the room was designed to be sacred and it was clear that it was not.

It was stated that Mr. Oleson's proposal makes a reasonable attempt to compromise on a solution although the covering letter addressed to Dr. Visentin refers to an "inherent sanctity of space". The thought that the space is sacred and as such its use is to be restricted and determined by FNAC is the basis upon which their proposal has been rejected from the start.

The proposed motion clarifies the use of the space with the spirit of flexibility and respect in mind. The space allocation is consistent with other space on campus, with preference given to FNAC. Two levels need to be considered with regards to the fire pit. One aspect is that we recognize that for some people, the fire pit has special and sacred meaning. With this in mind, this area must not be deliberately denigrated or desecrated. The other aspect surrounds more practical matters such as trained individuals must be present when the pit is in use and it must not be used for food or ambiance purposes.

The Board is not normally involved in this type of space decision but this issue needs to be resolved. The control of the space for this room is the same for other spaces.

A discussion took place regarding the main differences between the administration and Mr. Oleson's proposals. It was agreed that the significant issue is whether or not it is to be recognized as sacred space with special significance to members of FNAC. Mr. Oleson's proposal would require members from outside of the FNAC Program book the room at least one week in advance; however, those in the FNAC program would not be required to provide any advance notice. Another issue is the

consumption of alcohol in the room. It was noted that the University hosts a number of events where food and alcohol are served. Typically the food and alcohol would be set up and served outside of the room but as people mingle, they may carry a glass with them into the room. The University does not have any intention of banning food or alcohol from the room.

A discussion took place regarding the proper name of the room. It was clarified that Room 141 Health Studies is colloquially called the Ceremony Room and it was noted that the administration's proposal does not refer to it as such. In order to alleviate confusion, the issue of naming will be addressed in the near future.

CARRIED

6.5 Board Budget Committee (R. Lonstrup)

a) Minutes of September 11, 2008 (Subject to Approval of BBC)

The minutes of the September 11, 2008 Board Budget Committee meeting were received for information.

b) Motion: 2009 – 2010 Budget Estimates

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

BE IT RESOLVED THAT the Board of Governors approve the Brandon University 2009 – 2010 Budget Estimates as recommended by the President and the Board Budget Committee.

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Mr. Lamont stated that the Budget Estimates are the first step in the budget process in the Province of Manitoba. A request for estimates was received in July and must be approved by the Board and provided to the government by the end of September. It was noted that the University prepares this document on a high level, not line by line. The estimates basically outline what kind of money it would take next year to do essentially the same as what we are doing this year, after considering inflation. The Federal Budget typically arrives in February or March, the Provincial Budget follows in March or early April, and the universities then find out what their funding and grants will be. After these figures have been incorporated, the detailed budget will then come back to the Board for approval in April.

Mr. Lamont thoroughly reviewed the information contained in the Budget Estimates package and stated that some figures are dependent on the outcome of Collective Bargaining (i.e. salaries and benefits).

Ms McDougald-Williams asked if it is simplistic to say the tuition freeze resulted in increased enrolment. Mr. Lamont stated that it is based more on demographics. As it relates to the tuition freeze itself, the decline in tuition actually began the next year. The University has an open enrolment so our numbers tend to fluctuate more than at other institutions.

Dr. Grills reviewed Section III which provides an update on programs. This is where we can show the province what we have accomplished over time as well as provides us an opportunity to show where we are struggling.

Dr. Nichols questioned why we project a 3% decline in enrolment in 2009/10. Mr. Lamont stated that we are in a down draft right now so we act conservatively and budget for some sort of decline.

Ms McDougald-Williams stated that the only major difference in the operating budget appears in the income section which illustrates a large drop in Foundation and fundraising. Mr. Lamont stated that unless we are certain we know what is coming, we do not record it.

CARRIED

6.6 By-laws and Nominating Committee (K. Janz)

- a) Motion: Board Committee Appointments 2008 - 2009

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

BE IT RESOLVED THAT the appointments to the following Board of Governors committees for 2008 – 2009 be approved.

By-Laws and Nominating Committee

Kristine Janz (Chair)

Lisa Wishart

Laura McDougald-Williams

Neil Neary

Frank Nichols

Foundation Management Committee

Scott Stewart

Board of Directors of Foundation

Stephen Montague (Senate Representative)

Kristal Bayes (Student Representative)

Jagdish Malik (OIC Representative)

Knowles-Douglas Student Centre

Lauren Austen (Board of Governors Representative)

Scott Lamont (Administration Representative)
Kelly Saunders (Faculty Representative)
Amanda McGregor (Alumni Representative)

Board of Trustees of the BU Retirement Plan

Scott Lamont
Vacant

Brandon University Senate

Stephen Montague

Review Committee on the Status of Women

Jagdish Malik

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It was noted that one vacancy remains on the Board of Trustees of the BU Retirement Plan. This committee typically has three meetings per year, usually in February, June and November, and they are approximately three hours in length. Mr. Lamont noted that the subject matter may be heavy to those who do not have some background or experience in finance or pension management. No names were put forth for this position.

CARRIED

6.7 **Brandon University Foundation (Vacant/Vacant/J. Malik)**

It was noted that no meetings have been held since May. The next meeting will take place in October.

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

There was no report.

6.9 **Board of Trustees of the BU Retirement Plan (S. Lamont/Vacant)**

The next meeting will be held in October.

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

Mr. Malik reported the following:

- A meeting of the SWRC was held on September 17, 2008.
- Committee membership will change as new members replace those who have resigned.
- CAUTSW Conference will be held this year in Ottawa from October 16 – 18. Dr. Patricia Langlois will attend as the Status of Women Review Committee representative. BUFA and the President's Office are providing financial support.

- A “Promotion & Tenure Workshop” was held on September 17. Faculty members attended and the workshop was well received.
- Women’s Research Network session will take place on October 24. The topic is mentoring. Further sessions entitled “Making Time for Research” and “From Submission to Publication” will take place next year.
- Profiles of new Faculty members will be completed and posted on the web.
- The next meeting will be held on October 15, 2008.

6.11 Senate (R. Robinson/L. Mayer)

Dr. Robinson noted that Senate is working on course and calendar changes/updates as well as establishing a By-Law committee.

6.10 Brandon University Alumni Association (R. Lonstrup)

The Chair reported that the Alumni Association last met on September 15. Preparations for Homecoming weekend (October 17 – 19) are progressing. This year’s award winners are Mr. Andrew Murray (Wall of Fame), Dr. Steven Robinson (Excellence in Teaching), Mr. Junaid Malik (Distinguished Service) and Mrs. Deborah Wright-Nantel (Distinguished Service). This year’s event includes Class Reunions for graduates of the School of Health Studies but all alumni are encouraged and welcome to attend.

It was noted that the Alumni Association is working on ways to make alumni memberships more beneficial (i.e. provide discounts to local businesses). New membership cards may be produced to help raise recognition of alumni and to assist in friend-raising efforts.

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

Mr. Montague reported the following:

- BUSU participated in a discussion regarding funding with Dr. Ben Levin on September 15.
- BUSU will present budget estimates to COPSE in the afternoon of October 6.
- BUSU will hold their Semi-Annual General Meeting in the coming weeks.
- BUSU will also be holding a federal election campaign forum in the Lorne Watson Recital Hall from 7:00 p.m. – 9:00 p.m. for all five Brandon Souris candidates in early October.
- Mr. Montague wrote a letter to both administration and BUFA hoping for a fast and fair settlement to ensure little disruption to students.
- The BUSU Women’s Collective Take Back the Night event is taking place tonight. This annual event is to raise awareness and to help stop violence against women.

7.0 NEW BUSINESS

There was no new business.

8. ANY OTHER BUSINESS

The Chair announced that the Board Service Recognition Event will follow the meeting in the Louis Riel Room.

9. INFORMATION

- 9.1 Brandon University Report of Staff Changes for August 2008
- 9.2 2008 – 2009 Brandon University Senate
- 9.3 Transactions of \$25,000 or More – August 8, 2008 to September 5, 2008
- 9.4 Comparison of Library Acquisitions at August 2007 and August 2008

Items 9.1 through 9.4 were received for information.

10. ADJOURNMENT

Motion: Moved and seconded (L. Austen/L. Mayer)

BE IT RESOLVED THAT the meeting adjourn (6:43 p.m.)

CARRIED

Chair, Board of Governors

Secretary, Board of Governors