

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

**Thursday, January 22, 2009
Louis Riel Room**

Present: Mr. R. Lonstrup (Chair), Dr. L. Visentin, Mr. S. Stewart, Ms P. Gardner, Mr. S. Montague, Ms L. Wishart, Mrs. L. Austen, Ms K. Bayes, Dr. R. Robinson, Mr. M. Bolley, Dr. N. Neary

Resources: Mr. S. Lamont, Mrs. K. Gross, Mrs. K. Fisher (Recorder)

Regrets: Dr. S. Grills, Ms K. Janz, Mr. J. Malik

Absent: Ms L. McDougald-Williams, Dr. F. Nichols

1.0 CALL TO ORDER

The Chair called the meeting to order at 5:10 p.m.

2.0 AGENDA AND MINUTES

2.1 Approval of Agenda of January 22, 2009

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

BE IT RESOLVED THAT the agenda of the January 22, 2009, Board of Governors meeting (Open Session) be approved as amended:

Additions:

4.1 Pension Update

6.4 c) Motion: Borrowing Funds for Deferred Maintenance Repairs

6.4 d) Motion: Borrowing Funds for the Construction of the New Physical Plant Building

6.6 a) Motion: Board Replacement on the Dean of Arts Search Committee

**08 Jan09
CARRIED AS
AMENDED**

2.2 Move to Closed Session

Motion: Moved and seconded (M. Bolley/S. Montague)

BE IT RESOLVED THAT the meeting moves to Closed Session.

CARRIED

2.3 Approval of Minutes of November 27, 2008

Motion: Moved and seconded (S. Montague/K. Bayes)

BE IT RESOLVED THAT the minutes of the November 27, 2008, Board of Governors meeting (Open Session) be approved.

**11 Jan09
CARRIED**

2.4 Approval of Minutes of January 8, 2009 (Special Meeting)

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

BE IT RESOLVED THAT the minutes of the January 8, 2009, Board of Governors special meeting (Open Session) be approved.

**13 Jan09
CARRIED**

2.5 Motion(s) Raised from Closed Session

The Chair announced that the following motion moved to Open Session from Closed Session:

BE IT RESOLVED THAT the Board of Governors approve the recommendation of the Presidential Search Committee that Dr. Deborah Poff be offered the position of President of Brandon University effective August 1, 2009.

This motion was passed by the Board of Governors at its special meeting held on January 8, 2009, on the condition that it not be disclosed publicly without the prior approval of Dr. Poff and upon the completion of the Employment Agreement. This motion was announced publicly on Friday, January 9, 2009.

3.0 DELEGATIONS

There were no delegations.

4.0 CONTINUING BUSINESS

4.1 Pension Update

Mr. Lamont noted that this portion of the agenda was discussed in the Closed Session portion of the meeting. The election for exemption from solvency deficiency payments was made to the Superintendent of Pensions on January 19, 2009.

5.0 CORRESPONDENCE

5.1 Thank You Letters – Brandon University Centennial Scholarships and Brandon University Board of Governors Entrance Scholarships

Thank you letters were received from students who have received Board of Governors Entrance Scholarships and Brandon University Centennial Scholarships.

5.2 Letter dated December 7, 2008, from Dr. Bruce Forrest, President, Brandon University Faculty Association – Recent Issues at Brandon University

Mr. Lamont reviewed the letter and highlighted the major concerns, the first being the back to work settlement of \$2,000 to non-union employees. Mr. Lamont noted that there are a number of different employee groups whose terms and conditions of employment are directly related to the BUFA Collective Agreement; therefore, the conditions negotiated by the Faculty Association apply to those employees as well. The total cost associated with the \$2,000 return to work settlement for non-union employees was approximately \$50,000.

The second issue refers to the extension of pension benefits to all Plan members. Mr. Lamont noted that all BU employees are part of the same Plan and when improved benefits were negotiated for BUFA it seemed fair and reasonable to extend these improvements to all Plan members who pay collectively into the same Plan. The cost associated with implementing the improvements for BUFA members was approximately \$861,000 while the cost associated with extending these improvements to all other Plan members was \$239,000.

It was agreed that Mr. Lamont would provide a response to Dr. Forrest on behalf of the Board.

Mr. Bolley noted the current relationship between the administration and faculty association and questioned what steps could be taken to build relations.

Dr. Visentin noted a particular lack of trust between certain members of the BUFA Executive and certain members of the University administration.

However, good relations amongst all groups of employees do still exist. Dr. Visentin further noted that no one benefits from the poor relations. Dr. Visentin stated that the University's profit is in the success of our students and therefore our interest should always lie with them.

Dr. Robinson stated that as far as morale goes, she is doubtful that even satisfying all requests during bargaining would have helped improve it. She further noted that the impact on students would have been catastrophic and she is not optimistic that it would have actually improved relations.

Mr. Lamont noted that this is something the University thinks about, cares about, and tries to work on.

6.0 REPORTS

6.1 Executive Committee (R. Lonstrup)

There was no report.

6.2 President (Dr. L. Visentin)

a) Other Matters

Dr. Visentin dealt with other matters in Closed Session.

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

a) Other Matters

No other matters were discussed.

b) Motion: Deans' Awards for Undergraduate Research Excellence

Motion: Moved and Seconded (S. Stewart/S. Montague)

BE IT RESOLVED THAT the Board of Governors approve the changes in the terms for the Deans' Awards for Undergraduate Research Excellence.

03 Jan09

Ms Gross stated that a lesser version of these awards is currently funded out the Pepsi Fund. If approved, this motion would increase the monetary value, with funding coming from the Operating Budget, and expand the number of awards from eight to ten to allow greater access to all faculties.

Ms Gross noted that Dr. Grills would like to see these awards continue and expand and noted that students greatly value the recognition that appears on their transcript.

Ms Gross further noted that although Music is not specifically stated, music students who apply (i.e. for a thesis) would be covered under another discipline.

CARRIED

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

a) Other Matters

Mr. Lamont noted that the 2009/10 budget consultations were completed on Monday of this week. Each consultation session lasted approximately 1.5 hours and attendees were invited to provide any comments and suggestions.

Collective bargaining has commenced with each of the two locals of IUOE and bargaining dates have been set through to the end of March.

Collective bargaining will begin with MGEU in early March. Mr. Lamont noted that the current Collective Agreements for both IUOE and MGEU expire on March 31, 2009.

b) Knowles Douglas Expansion

Mr. Lamont noted that the Knowles Douglas expansion will commence as soon as the new Physical Plant building has been built. We anticipate turning sod for the new Physical Plant in early April with an estimated completion date of October or November and construction on the expansion will begin shortly thereafter.

c) Motion: Borrowing Funds for Deferred Maintenance Repairs

Motion: Moved and Seconded (L. Austen/N. Neary)

BE IT RESOLVED THAT the University agree to borrow eight hundred fifty thousand dollars (\$850,000) from the Province of Manitoba, on January 30, 2009, at an interest rate on the outstanding principal sum of 5.650% per annum, calculated and compounded monthly, repayable by equal monthly installments of principal in the amount of one thousand seven hundred seventy dollars and eighty three cents (\$1,770.83) and monthly installments of interest on the

outstanding principal on the last business day of each month beginning in February 2009 and continuing thereafter until January 30, 2049, in accordance with the attached Promissory Note.

18 Jan09

Mr. Lamont noted that this \$850,000 is the first instalment of the \$3.2 million that the University is to receive from the Province over the next few years. These funds are being provided by way of a loan from the Province at a fixed interest rate of 5.65% over a 40 year amortization. The Province will provide new money to the University with which to make the payments, which the University will then send back to the Province each month to pay the loan payments. Mr. Lamont further noted that a detailed Schedule A is available for viewing in his office.

Mr. Montague inquired about the interest rate and Mr. Lamont noted that the Province negotiated the 5.65% themselves and it is a fixed rate.

CARRIED

- d) Motion: Borrowing Funds for the Construction of the New Physical Plant Building

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

BE IT RESOLVED THAT the University agree to borrow three million, eight hundred and ninety thousand dollars (\$3,890,000) from the Province of Manitoba, on January 30, 2009, at an interest rate on the outstanding principal sum of 5.650% per annum, calculated and compounded monthly, repayable by equal monthly installments of principal in the amount of eight thousand one hundred four dollars and seventeen cents (\$8,104.17) and monthly installments of interest on the outstanding principal on the last business day of each month beginning in February 2009 and continuing thereafter until January 30, 2049, in accordance with the attached Promissory Note.

19 Jan09

Mr. Lamont noted that the same circumstances as the previous funds apply for these funds.

CARRIED

6.5 Board Budget Committee (R. Lonstrup)

There was no report.

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

a) Motion: Board Replacement on Dean of Arts Search Committee

Motion: Moved and Seconded (N. Neary/M. Bolley)

BE IT RESOLVED THAT Mr. Stephen Montague be named as the Board of Governors representative on the Dean of Arts Search Committee.

17 Jan09

Ms Lisa Wishart is unable to continue as a member of the Dean of Arts Search Committee. Mr. Montague has agreed to be her replacement.

One representative from the Brandon University Board of Governors is required for the Dean of Arts Search Committee.

CARRIED

6.7 Brandon University Foundation (S. Montague/K. Bayes/J. Malik)

There was no report.

6.8 Knowles-Douglas Student Centre (S. Lamont/L. Austen)

There was no report.

6.9 Board of Trustees of the BU Retirement Plan (S. Lamont/A. Gulliver – n/a)

There was no report.

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

There was no report.

6.11 Senate (R. Robinson/M. Bolley)

Dr. Robinson noted that Senate has made its recommendations for Honorary Doctorates however the names still remain in Closed Session pending notification of the recipients.

6.12 Brandon University Alumni Association (R. Lonstrup)

The Chair noted that nominations are now being accepted for the Alumni Wall of Fame Award which acknowledges the successes of our alumni.

An Alumni event featuring the Winnipeg Symphony Orchestra will be held jointly between the University of Manitoba and Brandon University.

The Alumni Association once again sponsored Exam Relief for students, giving away free coffee and donuts.

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

Mr. Montague reported that he and Ms Bayes recently travelled to all BUNTEP sites in Northern Manitoba, with the exception of Long Plain as the students are currently on placement.

BUSU's Annual General Meeting will be held on January 27th at 12:40 p.m. This meeting could result in constitutional changes which could change the structure of the student council.

Ms Bayes reported that applications for the Work Study Program were distributed today. Ms Bayes thanked the Board once again for their increased contribution to this program.

In partnership with the Women's Collective, BUSU will be hosting Sex Week next week featuring guest speaker Sue Johanson on Thursday, January 29.

Ms Bayes noted that feedback has been received from the Women's Collective and students regarding the Board's decision not to put baby change stations in each of the washrooms on campus. Ms Austen recommended that the Board consider installing these stations in the Education Building as it houses programs for small children and a high number of Education students have small children.

Mr. Montague reported that he and Ms Stacey Senkbeil met with Cibinel Architects to discuss a few minor changes to the Knowles Douglas building. Student consultations will be held to discuss the design of the building. Mr. Montague further noted that he met with Minister McGifford to pursue possible partnerships.

Mr. Bolley questioned what the estimated timeline and costs are for the Knowles Douglas expansion.

Mr. Montague stated that the timeline is dependent on the construction of the Physical Plant building but hopes to begin as soon as possible. With regards to funding, the estimated budget a year and a half ago was approximately \$3.5 million however, due to the rise in construction costs, it could be up to \$5 million.

a) Motion: Performance Appeal Fee

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

BE IT RESOLVED THAT the Board of Governors amend the Performance Appeal Fee as listed in the 2008/09 Fee Schedule to now be \$25.00.

15 Jan09

Mr. Montague stated that this proposed motion is the result of consultations with Dr. Lawrence VanBeek, University Registrar, Mrs. Pat Alvestad, Secretary to the Registrar, and information from other universities across Canada. Mr. Montague stated that our fee is high and this motion would reduce the fee which would make the appeal process financially accessible to more students.

Ms Deb Berkan, Director of Financial and Registration Services was present and noted that fees such as this are the result of a recommendation from the unit. The last increase in this particular fee was in 2004 following a recommendation from the then Registrar. Ms Berkan further noted that appeal fees may be waived at the discretion of the Registrar and all students qualify for a 10% rebate from the Province. Ms Berkan noted that in the year ending March 31, 2008, only 49 appeals were assessed and to date, for the year ending March 31, 2009, 44 appeals have been assessed.

Mr. Bolley questioned whether we are experiencing drops in frivolous appeals or appeals in general as a result of the fee.

Ms Berkan noted that she is not part of the appeals committee but the statistics and the significant decrease in the number of appeals may indicate that some appeals were frivolous. Ms Berkan further noted that Brandon University does charge for some student services that are provided (i.e. evaluation, transfer fee, etc.) because these services require resources, most typically human resources.

Mrs. Austen spoke in support of the motion and noted that students may have underlying issues as to why they underperformed. By lessening the fee, it may open the door for students in crisis to appeal.

Mr. Montague clarified that the purpose of this motion is to lessen the fee for the remainder of the 2008/09 academic year in an attempt to alleviate some of the circumstances following last term. The fee will revert back to the original \$50.00 in the 2009/10 Fee Schedule.

Mr. Bolley spoke in support of the motion and suggested that the Board consider the lesser fee in the upcoming years.

Dr. Robinson questioned whose budget would be affected by the change and Ms Berkan stated that it would come out of General Revenue which would not impact the Registrar's budget.

Dr. Visentin asked that in the future, motions such as this be vetted through the proper channels (i.e. Deans/Directors) prior to coming to the Board for approval. He also asked that more information/rationale be provided with the motion.

Ms Bayes stated that as Vice-President Academic she gets an opportunity to speak with students before they file their appeals and by that time most of those who do not have significant grounds for appeal have been weeded out. She noted that there have been situations where an appeal should have been made but was not because of financial circumstances.

Mr. Stewart noted that it may be beneficial to include information regarding the 10% rebate and refund of appeal fee if appeal is successful in the Calendar. Mr. Montague and Dr. Visentin both agreed to explore this further with the University Registrar.

CARRIED

b) Motion: Grade Appeal Fee

Motion: Moved and Seconded (S. Montague/M. Bolley)

BE IT RESOLVED THAT the Board of Governors remove the Grade Appeal Fee of \$50.00 from the 2008/09 Fee Schedule.

16 Jan09

Mr. Montague stated that this motion, if approved, will also only affect the remainder of 2008/09 academic year.

Ms Berkan noted that in the year ending March 31, 2007, nine grade appeals were filed, in the year ending March 31, 2008, two were filed, and

to date for the year ending March 31, 2009, only one grade appeal has been filed. Ms Berkan further noted that the majority of grade appeals are handled informally between the professor and the student and only when there is a disagreement between the two parties is the fee paid.

At 6:55 p.m. Mr. Stewart left the meeting.

Mr. Montague stated that some students in smaller departments have all or most of their courses with one professor so they are more likely affected by higher appeal costs as each course must be appealed individually.

CARRIED

7.0 NEW BUSINESS

No items of new business were discussed.

8.0 ANY OTHER BUSINESS

No other business was discussed.

9.0 INFORMATION

- 9.1 Transactions of \$25,000 or More – November 8, 2008 to December 5, 2008
- 9.2 Transactions of \$25,000 or More – December 6, 2008 to January 9, 2009
- 9.3 Report of Staff Changes – November 2008

Items 9.1 through 9.3 were received for information.

10.0 ADJOURNMENT

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

BE IT RESOLVED THAT the meeting adjourn (7:00 p.m.)

CARRIED

Chair, Board of Governors

Secretary, Board of Governors