

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

**Thursday, March 25, 2010
Louis Riel Room**

Present: Mr. M. Abbey, Ms L. Balanko, Ms J. Biggs, Dr. D. Brandt, Dr. R. Enns, Ms K. Janz, Mr. R. Lonstrup (Chair), Mr. J. Malik (via teleconference), Mrs. L. McDougald-Williams, Mr. S. Montague, Dr. F. Nichols, Ms K. Phillips, Dr. D. Poff, Mr. B. Schaffer

Resources: Mr. S. Lamont (via teleconference), Ms K. Gross, Ms K. Fisher (Recorder)

Regrets: Dr. S. Grills, Ms S. Armstrong

1.0 CALL TO ORDER

The Chair called the meeting to order at 5:07 p.m.

2.0 AGENDA AND MINUTES

2.1 Approval of Agenda of March 25, 2010

Motion: Moved and seconded (S. Montague/R. Enns)

BE IT RESOLVED THAT the agenda of the March 25, 2010, Board of Governors meeting (Open Session) be approved as amended:

Additions:

5.3 Letter dated March 23, 2010 from the Council on Post-Secondary Education regarding the 2010/2011 budget;

5.4 Letter dated March 23, 2010 from Mr. Dennis Oleson regarding the proposed amendments to the Respectful Environment Policy;

6.6 a) OIC Representative on the Dean of Education Search Committee.

**28 Mar10
CARRIED
AS AMENDED**

2.2 Move to Closed Session

Motion: Moved and seconded (M. Abbey/L. McDougald-Williams)

BE IT RESOLVED THAT the meeting moves to Closed Session.

CARRIED

2.3 Approval of Minutes of February 25, 2010

Motion: Moved and seconded (W. Schaffer/S. Montague)

BE IT RESOLVED THAT the minutes of the February 25, 2010, Board of Governors meeting Open session be approved.

**29 Mar10
CARRIED**

2.4 Motion(s) Raised from Closed Session

No motions were raised from Closed Session.

3.0 DELEGATIONS

There were no delegations.

4.0 CONTINUING BUSINESS

There was no continuing business.

5.0 CORRESPONDENCE

5.1 Thank You Letters – Board of Governors Entrance Scholarships

Thank you letters for the Board of Governors Entrance Scholarship were received from eight students.

5.2 Thank You Letter – Haley Hrymak

A letter was received from Ms Hrymak thanking the Board of Governors for their sponsorship.

5.3 Letter dated March 23, 2010 from the Council on Post-Secondary Education regarding the 2010/2011 budget

Dr. Poff noted that the budget announcement is disappointing but it happens to be the exact figures that were used in our draft budget. The University was hoping for a 5% increase and will now have to do a little more balancing work. Dr. Poff stated that a more in depth discussion regarding the budget, the grant letter and its implications will be discussed in May.

5.4 Letter dated March 23, 2010 from Mr. Dennis Oleson regarding the proposed amendments to the Respectful Environment Policy

The Chair welcomed Mrs. Barbara Smith, Director of Human Resources, to the meeting via teleconference.

Dr. Poff stated that this letter was received by the University two days ago. As a result of this letter, Dr. Poff recommended that agenda item 6.1 a) be tabled until senior administration has an opportunity to review each of the points, some being grammatical and some being substantive.

Mrs. Smith noted that the Conflict Resolution Committee (CRC) has representation from all employee groups (MGEU, BUFA, IUOE, ESS and BUSU). This committee was charged with the task of revising the policy. In the fall, the first revised draft was circulated to all employee groups on campus for information and feedback. All feedback received was considered, some suggestions were implemented and some were not. A second version was circulated in December. Legal council has been consulted throughout the process. The version presented to the Board of Governors has been seen by all employee groups and all have had an opportunity to provide feedback. No other written feedback has been received.

Ms Janz expressed her disappointment with the decision to table the motion. She felt the process has been very inclusive and that the University has done its due diligence.

The Chair stated that it is not an ideal situation but it is better to err on the side of transparency and take the time to absorb and consider the comment.

6.0 REPORTS

6.1 Executive Committee (R. Lonstrup)

a) Motion: Amendment of Respectful Environment Policy

Motion: Moved and seconded (/)

BE IT RESOLVED THAT the Board of Governors approve the proposed amendments to the Respectful Environment Policy.

18 Mar10

Motion: Moved and seconded (D. Poff/S. Montague)

BE IT RESOLVED THAT the motion be tabled until the next Board of Governors meeting.

CARRIED

- b) Motion: Knowledge Infrastructure Project Approval

Motion: Moved and seconded (S. Montague/L. McDougald-Williams)

BE IT RESOLVED THAT the Knowledge Infrastructure Project, known as the Brandon University Information Technology Server Room – Brodie Building Project #102, inclusive of all required undertakings in the Loan Agreement and Grant Agreement, Canada-Manitoba Knowledge Infrastructure Program Agreement with Institution, and inclusive of the subsequent Promissory Notes agreements, be approved by the Board of Governors.

26 Mar10

Mr. Lamont noted that this motion addresses the relocation of the IT server room to the roof of the Brodie Building. The room is currently in the basement of the Brodie Building and is subject to flooding. This move will improve the ability to keep the room properly cooled. An architect was involved in the project and the final cost has come in at \$753,000 which is \$190,481 more than anticipated. This motion would approve all of the project requirements including the loan agreement, grant agreement, terms and conditions and promissory notes. It would also approve the expenditure of \$190,481 from the unappropriated surplus.

CARRIED

- c) Motion: Title Change – Director of Institutional Advancement

Motion: Moved and seconded (S. Montague/R. Enns)

BE IT RESOLVED THAT the position of Director of Institutional Advancement be changed to Associate Vice-President External.

31 Mar10

Discussion regarding this motion remained in Closed Session.

CARRIED

6.2 President (D. Poff)

- a) Report from the President

Dr. Poff's report was received for information.

Dr. Poff encouraged all members to attend the upcoming Board Retreat. The purpose is to institute an annual professional development opportunity for the Board. This year's retreat will focus on leadership, values-based management, good governance, ethical management and ethical leadership. Two facilitators, Patricia Bradshaw and Wesley Cragg, will be coming from York University in Toronto. This will provide everyone with an opportunity to reflect on our values and duties as Board members and governors.

Dr. Poff stated that as part of increasing the profile and professionalism of the Board, we would like members to provide a 100 – 250 word biography. We will also arrange to have a photographer at our May meeting to take a picture of each member.

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

a) Report from the Vice-President (Academic and Research)

There was no report.

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

a) Report from the Vice-President (Administration and Finance)

Mr. Lamont's report was received for information.

A discussion took place regarding the Healthy Living Centre campaign. Mr. Lamont indicated that construction of the facility will begin in May 2011 with occupancy set for September 2012. The architect is in the process of bringing the project costs up to date at which time we will be able to see how closely the costs will compare with what we now have. Mr. Lamont stated that he wants to be clear on what we have and what we will need before the campaign committee gets together.

6.5 Board Budget Committee (R. Lonstrup)

There was no report.

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

a) OIC Representative on the Dean of Education Search Committee

Dr. Poff stated that the committee structure for the Dean of Education search committee includes an OIC representative from the Board of

Governors. Ms Biggs was originally appointed to this Committee but has regretfully resigned.

Dr. Poff stated that the remaining Dean of Education search dates are as follows:

Interview – Candidate No. 1 – April 15 & 16
Interview – Candidate No. 2 – April 19 & 20
Interview – Candidate No. 3 – April 22 & 23
Meeting No. 4 – April 27 – 9:00 a.m. – 11:00 a.m.

If a new representative is appointed by the Board, they would have to enter the process halfway through and would not have the opportunity to revisit the short-list. They would also be required to attend all three interviews and the final selection meeting.

No nominations were received. The position will remain vacant.

Ms Janz stated that the position of Vice-Chair continues to remain vacant.

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

BE IT RESOLVED THAT Mr. Mike Abbey be nominated for the position of Treasurer of the Board of Governors, effective following the transfer of signing authority;

AND THAT Mrs. Laura McDougald-Williams be nominated for the position of Vice-Chair of the Board of Governors, effective following Mr. Mike Abbey's transition to the position of Treasurer.

CARRIED

6.7 Brandon University Foundation (S. Montague/R. Enns/S. Armstrong)

There was no report.

6.8 Knowles-Douglas (KD) Student Centre (S. Lamont/M. Abbey)

Mr. Lamont stated that at the last meeting a discussion took place regarding the student levy for the expansion of the KD building. The board asked that a budget be prepared and that it consider what revenue is coming in and what funds would be required to repair and maintain the existing building. This analysis and budget will be provided at the May meeting. Other repair items were deferred until the analysis is complete.

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

Mr. Lamont stated that the last meeting was held yesterday (March 24, 2010). Connor, Clark & Lunn presented on plan and risk management. The BU Plan performance exceeded the benchmark.

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

The next meeting is on April 14.

6.11 Senate (D. Brandt/R. Enns)

There was no report.

6.12 Brandon University Alumni Association (R. Lonstrup)

The Chair reported that the BUAA has a confirmed partnership with the Brandon Folk Music and Art Society. The Folk Festival is a very popular Westman event and BU alumni will now receive a substantial discount on weekend tickets.

Homecoming has been scheduled for October 15 – 17. This year we will be celebrating the class years of 1940, 1950, 1960, 1970 and 1985.

Approximately 35 people attended a recent alumni event in Victoria, British Columbia, including Dr. Poff and Dr. Michalos. Spring exam relief for students will be held in the courtyard in the second week of April. Nominations are now being accepted for the BUAA awards. The BUAA also welcomed a new board member, Mr. Grant Hamilton.

6.13 Brandon University Students' Union (S. Montague/L. Balanko)

Mr. Montague reported that the Work Study Program Committee met and awarded 15 applicants with fully funded projects. This program provides great opportunities for students. Mr. Montague will be working with Dr. Grills to create a Memorandum of Understanding for the Work Study Program. Mr. Montague thanked the Board of Governors for their continued financial support for the program.

The BUSU elections have concluded and Ms Jade Visser will be the new BUSU President effective May 1, 2010. Ms Laura Balanko will be the Vice-President Internal and Ms Ashley Lemon will be the Vice-President External.

Mr. Montague stated that he attended the Women of Distinction dinner and noted that Ms Gemma Crouch, a student, was the recipient of the Young Woman of Distinction award.

Mr. Montague reported that he attended the Prime Minister's funding announcement and he is very excited for Brandon University.

Ms Janz questioned whether the students plan to submit a formal response regarding the budget announcement.

Mr. Montague stated that he is drafting a response which will note their disappointment with the 2% base operating grant increase and the increase in tuition. He also noted that he has been invited to meet with the Premier to discuss education, poverty and citizenship.

7.0 NEW BUSINESS

No items of new business were discussed.

8.0 ANY OTHER BUSINESS

No items of other business were discussed.

9.0 INFORMATION

9.1 Report of Staff Changes – February, 2010

9.2 Transactions of \$25,000 or More – February 6, 2010 to March 5, 2010

Items 9.1 and 9.2 were received for information.

10.0 ADJOURNMENT

Motion: Moved and seconded (L. Balanko/K. Phillips)

BE IT RESOLVED THAT the meeting adjourn (6:18 p.m.)

CARRIED

Chair, Board of Governors

Secretary, Board of Governors