

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

**Wednesday, June 2, 2010  
Room 043 Health Studies – 5:00 p.m.**

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

**Resources:** Dr. S. Grills, Mr. S. Lamont, Ms K. Gross, Ms K. Fisher (Recorder)

**Regrets:** Dr. D. Brandt, Dr. F. Nichols

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**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 June 2, 2010

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

**BE IT RESOLVED THAT the agenda of the June 2, 2010, Board of Governors meeting (Open Session) be approved.**

Amendment: Moved and seconded (L. Balanko/J. Visser)

**THAT agenda item 6.5 a) be addressed following agenda item 4.1.**

It was noted that some members of the Board may need to leave the meeting early; however, it was stated that the items on the agenda were not lengthy and everyone should be able to be present for the budget discussion.

**AMENDMENT DEFEATED**

**48 May10  
CARRIED**

2.2 Move to Closed Session

Motion: Moved and seconded (R. Enns/M. Abbey)

**BE IT RESOLVED THAT the meeting moves to Closed Session.**

**CARRIED**



Lakevold, Dale.....From July 1, 2011 to June 30, 2012 at 80%  
Beesley, Ken.....From January 1, 2012 to June 30, 2012 at 80%  
Malainey, Mary .....From July 1, 2011 to June 30, 2012 at 80%  
Sawchuk, Joe .....From July 1, 2011 to December 31, 2011 at 100%

Special Leave declared to be for the purpose of Sabbatical (subject to BUFA agreement):  
Brown, Derek .....From January 1, 2012 to December 31, 2012 at 80%

### 3.0 DELEGATIONS

There were no delegations.

### 4.0 CONTINUING BUSINESS

#### 4.1 Board of Governors Retreat

Dr. Poff noted that the President's Office continues to develop materials, including a board self-evaluation and comparative board subcommittees, as follow-up from the retreat.

### 5.0 CORRESPONDENCE

#### 5.1 Thank You Letters – Board of Governors Entrance Scholarships

Thank you letters for the Board of Governors Entrance Scholarships were received from six students.

### 6.0 REPORTS

#### 6.1 Executive Committee (R. Lonstrup)

##### a) Motion: Amendment of Appointment Procedures Policy

Motion: Moved and seconded (L. McDougald-Williams/K. Phillips)

**BE IT RESOLVED THAT the Board of Governors approve the proposed amendments to the Appointment Procedures Policy.**

**43 May10**

Dr. Poff noted that an amendment to the policy was required because of the change in position title (Director of Institutional Advancement is now the Associate Vice-President External).

**CARRIED**

- b) Motion: Amendment of Review of Vice-Presidents Policy

Motion: Moved and seconded (M. Abbey/R. Enns)

**BE IT RESOLVED THAT the Board of Governors approve the proposed amendments to the Review of Vice-Presidents Policy.**

**44 May10**

Dr. Poff stated that the position of Associate Vice-President External was added to the policy.

**CARRIED**

- c) Motion: Amendment of Protocol for the Use of The Ceremony Room

Motion: Moved and seconded (L. Balanko/J. Visser)

**BE IT RESOLVED THAT the Board of Governors approve the proposed amendments to the Protocol for the Use of The Ceremony Room.**

**45 May10**

Dr. Poff noted that the policy was simply cleaned up to make it consistent with recent decisions made regarding the room (i.e. Dakota Sioux name was selected as per arbitration order, degree has changed from First Nations and Aboriginal Counselling (FNAC) to Indigenous Health and Human Services (IHHS), etc.).

**CARRIED**

6.2 President (D. Poff)

- a) Report from the President

Dr. Poff noted that her report was included in the package and that she would be happy to respond to any questions.

Ms Janz asked about the status of BUILD 2010.

Dr. Poff noted that the Final Report will be presented to the Board at its June meeting for final approval. Thus far, the report has received unanimous support from the Senate Planning Committee and was also discussed at the General Faculty Council on May 28. The campus community then had until 4:00 p.m. on May 28 to provide feedback. Prior

to arriving at the Board, the Final Report will also be presented to the Senate Executive and the Senate for endorsement.

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

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

Dr. Grills reported that Brandon University has been invited to participate with other provincial institutions to address some of the issues coming out of provincial Bill 6 (The East Side Traditional Lands Planning and Special Protected Areas Act). Dr. David Greenwood of the Biology Department has agreed to represent BU. The purpose of the Bill is to enable First Nations communities to engage in land use and resource management planning and to protect the traditionally used land from future development. The universities will work to increase the post-secondary completion rates of the communities and to educate residents to manage tourism and natural resources.

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

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

Mr. Lamont's report was included in the package. Highlights from said report are as follows:

- Data Integrity Project – Reviewers Ken Snowdon and Rob Schultz met with approximately 30 people on campus who work with data management or reporting. The draft report has arrived in the President's Office and the final report is expected by the end of June.
- Healthy Living Centre Campaign – the Business Case is in progress and is nearing completion. The objective is to have ministerial approval by the end of June, if possible.
- Pension Contribution Arbitration – the arbitration has been delayed until August/September.

A discussion took place regarding the Business Case. Mr. Lamont noted that the approval is for the project as a whole. The government has set aside the money that we applied for and the University has to prove that it has enough money and management expertise to finish the project. The University is not allowed to spend any money prior to ministerial approval because prior to approval, no expenses are eligible for reimbursement. The expenditures to date will have to come out of the money that was previously raised.

6.5 Board Budget Committee (R. Lonstrup)

a) Motion: 2010/2011 Operating Budget

Motion: Moved and seconded (R. Enns/M. Abbey)

**BE IT RESOLVED THAT the Board of Governors approve the 2010 – 2011 Operating Budget (including the 2010 – 2011 Fee Schedule and budgets relating to Renovations & Equipment, Eckhardt-Gramatte Conservatory of Music, Ancillary Services, BUNTEP and Campus Manitoba), as recommended by the President.**

51 May10

Dr. Poff provided opening comments. She noted that the budget process has been approached from a values-based management perspective. The Board has had two meetings in preparation for the presentation of the budget: a Board Budget Workshop and a Board Budget Committee meeting. Dr. Poff stated that there is a disconnect between what we say and what we do and it is hoped that the budget and the strategic plan will attempt to rectify part of this issue.

Dr. Poff noted that the budget includes a 5% tuition increase which the government has allowed. This amounts to approximately \$150 in tuition: the impact of which the government has mediated through the introduction of a \$150 rebate to students. Additionally, BU graduates who continue to live and work in Manitoba are eligible to receive supplementary tuition relief through income tax policy.

Amendment: Moved and seconded (D. Poff/J. Visser)

**THAT the main motion be amended to increase the Ancillary Services Board rates by \$100 for the fall term to allow the use of the Board Plan card in SUDS, if feasible. This experimental program will be evaluated no later than December 31, 2010.**

The BUSU Executive met with the Dr. Poff and Mr. Lamont on the morning of June 2, 2010 to discuss this arrangement and the parties reached an agreement in principle with details to be finalized over the course of the summer. BUSU would like to offer students more flexibility and use the cards as a retention tool hoping that those who live off campus will consider purchasing a meal card.

Mr. Lamont noted that the card may not be used for alcohol in SUDS.

It was clarified that an additional \$100 will be charged on students' meal cards. Dr. Poff noted that it is a risk to the University and to Food

Services but the trial period will determine whether or not the students benefit.

Ms Janz expressed concern that rural students sometimes have to absorb these fees and it can make it financially difficult for them and their families.

Ms Visser noted that students were in favour of this proposal and that they hope that it will help them use their money on food throughout the year rather than having excess funds remaining at the end.

#### AMENDMENT CARRIED

Amendment: Moved and seconded (J. Visser/L. Balanko)

**THAT the budget be amended to remove the following:  
Learning Skills Position (\$56,250);  
IA Admin Assistant Position (\$42,000);  
BUILD 2010 - reduce by \$45,000 leaving \$55,000; and  
VP Promotion and Retention (\$20,000).**

Ms Visser noted that the intention is to reduce the proposed tuition increase to 2.5% in recognition that this has been a difficult financial year for the University. Ms Visser stated that the increase in tuition fees shows a lack of provincial funding and she would like to see the University lobby the government for additional funding.

A discussion took place regarding the removal of funds from BUILD 2010 implementation. It was noted that we have to do more to assist our vulnerable and high-risk students and given the bulk of the recommendations in the BUILD Final Report address the issues of student support and retention, the Board would be doing our students a disservice to remove funding. The proposed amendments would not better our performance in national rankings and would harm functions of the University that are crucial to our students.

Ms Visser stated that their intention is not to cut services to students but rather to prolong items that are not essential for this year.

Those that were involved with the BUILD process found it inspiring and actually hoped more funds would have been allocated to the project and its implementation. They felt that it has helped to engage the campus community and encourage people to think about the University and their role within it.

Ms Janz stated that she was pleased with the budget process this year and felt that it was inclusive and informative. She noted that not everyone will

be happy with the 5% increase in tuition but it is necessary to maintain services.

Mr. Schaffer stated that unless there is a fundamental shift with regards to public policy on post-secondary education, we will need to increase our tuition. Our government needs to do more than it is presently doing and we need to provide a unified approach to lobby them for additional funding.

Ms Balanko felt that the budget process was rushed and noted that the Board Budget Committee should have met sooner. She felt that they did not have the opportunity to suggest any revisions.

Several Board members stated that they would appreciate being notified sooner of possible amendments.

**AMENDMENT DEFEATED**

Amendment: Moved and seconded (J. Visser/L. Balanko)

**THAT the budget be amended to remove the \$10,000 for the BOG Institute for Board Chairs of Universities and the addition of a permanent allocation of \$10,000 for extended library hours.**

Dr. Poff noted that the Board has not historically had any continuing professional development and they should have an annual opportunity.

Mr. Lamont noted that he was assured by the University Librarian that they have sufficient money to extend the library hours as they did last year. The changes have not been deemed permanent but they do have the necessary resources for this year.

Board members spoke in support of the opportunity for professional development and spoke highly of their recent experience at the retreat. The opportunity to learn and engage with colleagues is invaluable and empowering and they expressed their appreciation for further opportunities.

Mr. Lamont clarified that the funds were already available to the library for extended hours and it was not necessary to take money away from another area of the budget. Mr. Lamont guaranteed that the money was available to the Library for extended hours.

**AMENDMENT WITHDRAWN**



Amendment: Moved and seconded (L. Balanko/J. Visser)

**THAT the \$100 Registration Fee in the fee guide be removed permanently.**

Ms Balanko noted that the fee has yet to be implemented and could have a significant impact on a student's ability to attend BU. She stated that if it is not going to be charged, it should be removed from the schedule permanently.

Mr. Lamont asked that issues such as this be raised in advance because the budget is a complex document and it is difficult to provide complete information without reviewing the history. Mr. Lamont stated that he would be happy to look into the fee but would recommend against its removal from the budget.

Mr. Lamont was asked to investigate the fee and provide a report.

**AMENDMENT WITHDRAWN**

Amendment: Moved and seconded (L. Balanko/J. Visser)

**THAT the Grade Appeal Fee be removed from the fee guide permanently.**

Ms Balanko stated that a grade appeal is an academic right of students. This fee has been removed the past two years and during the last academic year only a few appeals were brought forward.

Mr. Lamont stated that the Grade Appeal Fee can be waived at the discretion of the Registrar and encouraged members to look at the budget document as a whole and not at individual fees.

**AMENDMENT DEFEATED**

Amendment: Moved and seconded (L. Balanko/J. Visser)

**THAT the Performance Appeal Fee be permanently reduced from \$35 to \$25 in the fee guide.**

Ms Balanko stated that this is an academic right of students and they should not be faced with financial barriers. It was stated that this fee can be waived at the discretion of the Registrar but sometimes the cost associated with the process hinders students from bringing forward their appeal.

**AMENDMENT DEFEATED**

Ms Visser commented that she, along with the BUSU Executive, wish to work with the University and the Board to lobby the government for additional funding so that the decision made today regarding tuition is not a growing trend.

**CARRIED**

Mr. Schaffer and Ms Phillips left the meeting at 6:35 p.m.

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

a) Student Representative on the Brandon University Foundation

Motion: Moved and seconded (L. Balanko/M. Abbey)

**BE IT RESOLVED THAT Jade Visser be named the Student Representative on the Brandon University Foundation.**

**CARRIED**

b) Representative on the Associate Vice-President (External) Search Committee

Motion: Moved and seconded (K. Janz/D. Poff)

**BE IT RESOLVED THAT Kristine Janz be named the Board of Governors representative on the Associate Vice-President (External) Search Committee.**

Ms Gross noted that the interviews will take place June 22 – June 25.

**CARRIED**

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

Dr. Enns and Ms Armstrong reported that the Annual General Meeting was held on May 27. The main discussions surrounded the Healthy Living Centre and capitalizing on investments.

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

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. The next meeting is June 22, 2010.

6.11 Senate (D. Brandt/R. Enns)

The Senate Executive Committee will meet on June 8 and the full Senate will meet on June 15.

6.12 Brandon University Alumni Association (R. Lonstrup)

Mr. Lonstrup reported the following:

- Institutional Advancement has welcomed a new Administrative Assistant, Ms Celia Lockhart;
- An alumni event hosted by George and Mary Gooden was held in Victoria, British Columbia and approximately 40 guests attended;
- A group of approximately 40 Brandon College alumni met for lunch with Dr. Poff and Ms Eisler in Winnipeg;
- The Spring/Summer volume of the Alumni News Magazine has been published;
- The Alumni Association has partnered with the Brandon Folk Music and Arts Festival and alumni members will be eligible for discounted access;
- Ms Kate McDonald, a BU Fine Arts student, has recently completed a mural in the School of Music Students' Lounge. This project was funded by the BUAA;
- Fall Homecoming will be held October 15 – 17, 2010. All are welcome to attend the Saturday banquet. Anyone interested in attending should contact Ms Carla Eisler in Institutional Advancement.

6.13 Brandon University Students' Union (J. Visser/L. Balanko)

Ms Visser reported that she and Ms Balanko recently returned from the Canadian Federation of Students Annual General Meeting in Ottawa and are beginning work on new student orientation and Rock the Block. She noted that BUSU is pleased to have the Work Study Program MOU revised and signed.

Ms Visser extended her congratulations to all the BU students who graduated on Saturday.

**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 – April, 2010

9.2 Library Acquisitions Report

9.3 Transactions of \$25,000 or More – April 3, 2010 to May 5, 2010

Items 9.1 through 9.3 were received for information.

**10.0 ADJOURNMENT**

Motion: Moved and seconded (M. Abbey/J. Visser)

**BE IT RESOLVED THAT the meeting adjourn (6:49 p.m.)**

**CARRIED**

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Chair, Board of Governors

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Secretary, Board of Governors