

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

**Thursday, June 24, 2010
Room 043 Health Studies – 5:00 p.m.**

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

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

Regrets: Dr. S. Grills, Mr. J. Malik

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 June 24, 2010

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

BE IT RESOLVED THAT the agenda of the June 24, 2010, Board of Governors meeting (Open Session) be approved.

**61 Jun10
CARRIED**

2.2 Move to Closed Session

Motion: Moved and seconded (J. Visser/F. Nichols)

BE IT RESOLVED THAT the meeting moves to Closed Session.

CARRIED

2.3 Approval of Minutes of June 2, 2010

Motion: Moved and seconded (B. Schaffer/M. Abbey)

BE IT RESOLVED THAT the minutes of the June 2, 2010, Board of Governors meeting Open session be approved.

**63 Jun10
CARRIED**

2.4 Motion(s) Raised from Closed Session

BE IT RESOLVED THAT the following motions were raised from Closed Session:

BE IT RESOLVED THAT the Board of Governors approve a paid special leave for Instructional Associate Katherine Pachkowski, School of Health Studies, commencing September 1, 2010 through April 30, 2011 at the rate of 80% salary.

BE IT RESOLVED THAT the Board of Governors approve the following recommendations passed by the President's Naming Committee:

"THAT Practice Studio 146 in the School of Music be named The Barbara Bailey Practice Studio;

AND THAT Piano Teaching Studio 140 in the School of Music be named The Connor, Clark & Lunn Financial Group Piano Studio."

3.0 DELEGATIONS

There were no delegations.

4.0 CONTINUING BUSINESS

4.1 Board of Governors Retreat

Dr. Poff noted that the document included in the package represents a condensed version of the business completed at the retreat and is for Board members' consideration and records.

In August, Dr. Poff plans to bring forward a proposed meeting schedule which will see the number of meetings be reduced from ten to six. There will also be a proposal for changes to our committee structures, likely resulting in an Executive Committee, a Finance and Audit Committee, and an Academic Planning Committee or an Academic Operations Committee. These Committees will be generated to manage the governance structure under the BU Act.

The proposed meeting schedule will likely include Committee meetings on Friday afternoon and early evening with the Board to follow on Saturday morning for approximately three hours. The purpose of this change is to maximize member engagement while minimizing time commitment. Such items as a facility tour of a new building and reports of exciting initiatives and research will be incorporated into each meeting.

A self-evaluation tool will also be circulated to Board members electronically in July for feedback. The evaluation will be finalized and will be sent to members for completion. Finalized evaluations will not be received by the Office of the President but rather by the Executive Assistant to the Vice-President (Administration and Finance). The results will be compiled without attribution and will be circulated prior to the August meeting.

5.0 CORRESPONDENCE

5.1 Thank You Letter – Board of Governors Early Admissions Entrance Scholarship

One thank you letter for the Board of Governors Early Admissions Entrance Scholarship was received.

6.0 REPORTS

6.1 Executive Committee (R. Lonstrup)

a) Motion: Public Sector Compensation Disclosure

Motion: Moved and seconded (K. Janz/B. Schaffer)

BE IT RESOLVED THAT the Board of Governors approve the attached document, prepared in accordance with the Public Sector Compensation Disclosure Act, and that the information be released publicly on June 30, 2010.

56 Jun10

Mr. Lamont stated that the University is required to generate a report of all employees whose total compensation exceeds \$50,000. The universities within the province of Manitoba have elected to release their information at the same time in June.

This report is for the period of January 1, 2009 to December 1, 2009, and it comes with a clean audit opinion. Copies of the final report will be made available to the public in the Office of the President and the University Library.

CARRIED

b) Motion: Brandon University Financial Statements (audited)

Motion: Moved and seconded (J. Visser/K. Phillips)

BE IT RESOLVED THAT the Board of Governors approve the Financial Statements (audited) for Brandon University for the year ended March 31, 2010.

57 Jun10

Ms Deb Berkan, Director of Financial and Registration, introduced herself and Ms Jeanne Millis from BDO Dunwoody.

Ms Millis stated that BDO has issued an unqualified opinion to the Auditor General that the statements are fairly represented. The Auditor has issued a draft unqualified opinion which is subject to the approval of the statements by the Board of Governors. Ms Millis expressed her appreciation to Ms Berkan and the staff of Financial and Registration Services for their assistance and cooperation with the audit.

Ms Berkan stated that the University maintains its records on a funds basis and that the accounts of the Brandon University Foundation and the BU Pension Plan do not form part of the Financial Statements. The Notes to the Financial Statements commencing on Page 5 are longer than usual as they provide additional disclosure to the reader on investments, the risk of investments, etc.

Ms Berkan noted that there were significant changes in cash and short term investments because in February of 2009, the University received \$4.76 million for the construction of the new Physical Plant building and to start on deferred maintenance projects. As work on these projects progressed, this amount was drawn down.

Ms Berkan stated that the most significant difference is on the Statement of Operations. The actuarially calculated cost of future pension benefit obligations is \$3.3 million and is recorded on the balance sheet resulting in a loss of \$3.9 million. This is an extraordinary one-time expense due to the changes in accounting requirements.

CARRIED

c) Financial Statements (audited) for BU Retirement Plan

This item was received for informational purposes and no action was required by the Board of Governors.

- d) Motion: BUILD 2010 (Brandon University: Innovation, Leadership and Development)

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

BE IT RESOLVED THAT the Board of Governors approve the Brandon University: Innovation, Leadership and Development 2010 (BUILD 2010) Final Report.

59 Jun10

Dr. Poff stated that the BUILD 2010 Final Report was unanimously endorsed and recommended by the Senate Planning Committee, the Senate Executive and the Senate.

Dr. Poff spoke to a brief PowerPoint highlighting the BUILD 2010 process and major objectives including such topics as: students; quality teaching; research excellence; communication, accurate promotion and accountability; community; and our campus.

A discussion took place regarding the ambitious deadlines associated with the tasks and the impact that this may have on the responsible parties. Dr. Poff stated that the appendix identifies particular objectives as well as the person responsible and a proposed timeline. Dr. Poff agreed that some objectives had aggressive targets (i.e. a new science building) but we will certainly try to meet these targets. Dr. Poff pointed out that many of the objectives are interconnected objectives and a cluster of them will be addressed together.

Dr. Poff stated that there will be interim monitoring reports twice per year. BUILD 2010 will also be a standing item at the President's Administrative Council and ownership of its progress will be shared by the Board, the Senate, and some administrators.

CARRIED

Dr. Brandt commended Dr. Poff on her leadership throughout the process and noted her appreciation for the depth of the consultative intensity that accompanied the process.

6.2 President (D. Poff)

a) Report from the President

Dr. Poff reported that a historical signing of a Memorandum of Understanding with the Manitoba First Nations Education Resource Centre Inc. to establish courses in the teaching of First Nations languages occurred on campus yesterday. The signing parties presented Brandon University with two beautiful star blankets: one of which will be displayed somewhere on campus. The purpose of the MOU is to offer courses in First Nations languages.

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 Research)

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

- Clean Air Policy – the Beautification Committee has been reviewing and monitoring the effectiveness of the smoking restrictions on the grounds of the campus. It has been recommended that an additional designated smoking area be established near Darrach Hall. Additional signage will also be posted around campus to help direct people to the designated areas.
- Healthy Living Centre Campaign – Two design charrettes are being organized for June 28th to seek input from the campus and community. The campus consultations will be held on Monday, June 28 at 8:45 a.m. and 1:15 p.m. and the community consultation will take place at 5:30 p.m. All consultations will take place in the BU Gymnasium and attendees will be able to view the concept drawings as well as discuss ideas with the architects and the University administration.

6.5 Board Budget Committee (R. Lonstrup)

There was no report.

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

There was no report.

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

There was no report.

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

There was no report. The next meeting will be held on July 6, 2010.

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

Mr. Lamont noted that the Board of Trustees had a meeting on June 21 at which the Financial Statements for the BU Retirement Plan were approved. The Trustees also engaged in discussions regarding risk and how one manages a plan in relation to risk. Mr. Lamont and Dr. Fugleberg provided reports on conferences they had attended and it seems a common theme across the country is that plans are too ambitious and are not sustainable.

Mr. Lamont stated that legislation that was approved by the provincial government a few years ago was proclaimed in May 2010. Plans must now meet the minimum requirements in accordance with the legislation.

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

There was no report.

6.11 Senate (D. Brandt/R. Enns)

Dr. Enns reported that the inaugural meeting of the 43rd Senate took place on June 13. At that meeting, new Senators were introduced, committees were filled and BUILD was unanimously approved.

6.12 Brandon University Alumni Association (R. Lonstrup)

There was no report.

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

Ms Visser reported that a new interim Vice-President has been appointed to fill a vacancy. Ms Shannon Skidmore has accepted this appointment and a by-election will be held in October. Preparations are continuing for the September Rock the Block event. A band-off to be held in July will determine the two opening acts.

Ms Balanko reported that members of the BUSU Executive attended Brandon Pride a few weeks ago as well as events celebrating National Aboriginal Day at the Riverbank Discovery Centre. Ms Balanko also reported that their campus accessibility audit should be completed in July. This audit is to ensure that students with disabilities have no difficulty when accessing any of our buildings or rooms. BUSU continues to work with Ms Denise Merrill, Health and Safety Officer, to complete this audit.

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 – May 2010
- 9.2 Transactions of \$25,000 or More – May 6, 2010 to June 3, 2010
- 9.3 Contracts/Agreements Report – June 2010
- 9.4 Insurance Policies Report – June 2010
- 9.5 International Agreements Report – June 2010
- 9.6 Telephones/Computers and Maintenance/Warranty Agreements Report – June 2010

Items 9.1 through 9.6 were received for information.

10.0 ADJOURNMENT

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

BE IT RESOLVED THAT the meeting adjourn (6:15 p.m.)

CARRIED

Chair, Board of Governors

Secretary, Board of Governors