

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

**Thursday, September 23, 2010
Room 043 Health Studies**

Present: Ms S. Armstrong, Ms L. Balanko, Ms J. Biggs, Dr. D. Brandt, Dr. R. Enns, Ms A. Long, Mr. R. Lonstrup (Chair), Mrs. L. McDougald-Williams, Dr. F. Nichols, Ms K. Phillips, Dr. D. Poff, Ms J. Visser

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

Regrets: Mr. M. Abbey, Ms B. Jolly, Mr. B. Schaffer

1.0 CALL TO ORDER

The Chair called the meeting to order at 5:05 p.m.

2.0 AGENDA AND MINUTES

2.1 Approval of Agenda of September 23, 2010

Motion: Moved and seconded (R. Enns/K. Phillips)

BE IT RESOLVED THAT the agenda of the September 23, 2010, Board of Governors meeting (Open Session) be approved.

Addition:

6.6 b) Board of Governors Committee Representatives

**85 Sept10
CARRIED
AS AMENDED**

2.2 Move to Closed Session

Motion: Moved and seconded (S. Armstrong/A. Long)

BE IT RESOLVED THAT the meeting moves to Closed Session.

CARRIED

2.3 Approval of Minutes of August 26, 2010

Motion: Moved and seconded (K. Phillips/A. Long)

BE IT RESOLVED THAT the minutes of the August 26, 2010, Board of Governors meeting Open session be approved.

**89 Sept10
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

4.1 Board of Governors Retreat

The Chair noted that a meeting of our ad hoc committee, which was charged with the task of following-up on the annual evaluation, will occur in the coming weeks.

5.0 CORRESPONDENCE

5.1 Thank You Letters – Board of Governors Advanced Early Entrance Scholarship

Thank you letters were received from three students who received the Board of Governors Advanced Early Entrance Scholarship.

6.0 REPORTS

6.1 Executive Committee

a) Motion: Tuition Fees – Master of Psychiatric Nursing

The Chair welcomed Dr. W. Dean Care, Dean, School of Health Studies, to the meeting.

Motion: Moved and seconded (D. Poff/L. McDougald-Williams)

BE IT RESOLVED THAT the Board of Governors approve the proposed Master of Psychiatric Nursing tuition fees, for the 2010/2011 academic year, in the amount of \$600 per three (3) credit hour course.

78 Sept10

Ms Long stated that the proposed fees are quite reasonable for a graduate course, especially when compared to fees at other institutions in the country.

Dr. Enns was supportive noting that it is healthy to request enough funds to make the program functional.

Dr. Grills stated that this is not a sustainable tuition, nor is it cost-recovery. The Dean has reallocated resources to turn the lights on and is currently working to secure program funding with the province. Dr. Grills noted that the fee is low because of the work and support of the Dean and the faculty.

Dr. Care stated that this is a short-term solution but we will need to establish permanent provincial funding.

CARRIED

The Chair thanked Dr. Care for attending the meeting to respond to questions.

b) Motion: Board of Governors Meeting Dates – 2010/2011

Motion: Moved and seconded (S. Armstrong/K. Phillips)

BE IT RESOLVED THAT the Board of Governors approve the 2010/2011 meeting scheduled for the Board of Governors and Board Executive Committee as follows:

Board Executive Committee	Board of Governors
Friday, November 26, 2010	Saturday, November 27, 2010
Friday, February 25, 2011	Saturday, February 26, 2010
Friday, April 15, 2011	Saturday, April 16, 2010
Friday, May 27, 2011	Saturday, May 28, 2011
Friday, June 24, 2011	Saturday, June 25, 2011
Friday, September 23, 2011	Saturday, September 24, 2011
Friday, November 25, 2011	Saturday, November 26, 2011

76 Sept10

Ms Visser raised a concern with the November 2010 and 2011 meeting dates conflicting with CFS meetings in Ottawa which the BUSU representatives will be attending.

The Chair noted that it may not be possible to please everyone and the Executive Committee was having difficulty finding an alternate date.

Dr. Poff stated that there were some challenges trying to renegotiate the meeting schedule because of the timing of Senate meetings. Our pattern has been to meet in the fourth week and this new schedule is consistent with that pattern. The April holiday has been addressed and the meeting has been moved ahead one week. The meeting which is scheduled to take place during reading week has not been changed as it is not a vacation and moving the meeting ahead one week is not an option because of the February holiday. Dr. Poff noted that it is possible for members to attend meetings via teleconference.

Mrs. McDougald-Williams questioned whether it is possible for the students to vote by proxy.

The Chair stated that we could look into allowing proxy voting.

Ms Balanko asked that if she and Ms Visser were to vote by proxy, would Ms Long be able to hold two proxies?

Dr. Poff noted that we will do the necessary research to establish proxy provisions.

Dr. Brandt noted that the Faculty of Arts does not allow proxy voting and she questioned whether or not this was an institutional decision.

Dr. Grills stated that the Faculty of Arts felt that debate and discussion were essential to voting and that is why they do not allow proxy.

Mr. Lamont noted that the Board of Governors uses Robert's Rules of Order as a guideline and the Board has the ability to set its own procedural rules.

Dr. Poff stated that we will allow those students who are absent because of the CFS meetings in Ottawa to vote by proxy on this particular occasion.

Friendly amendment:

AND THAT the August 26, 2010, motion approving the November 2010 meeting dates be rescinded.

CARRIED

- c) Motion: Amendment of By-Law No. 11 – Committees of the Board of Governors

Motion: Moved and seconded (S. Armstrong/K. Phillips)

BE IT RESOLVED THAT the Board of Governors approve the proposed amendments to By-Law No. 11 – Committees of the Board of Governors, which include the creation of the Academic Operations Committee and the Finance and Audit Committee, and the elimination of the By-Laws and Nominating Committee and the Senior Compensation Committee.

77 Sept10

Dr. Poff noted that these revisions are in direct response to our Board Retreat. She stated that there are three documents attached, the first being a copy of the current by-laws, the second with track changes showing the proposed revisions and the third, a clean copy of the proposed by-law.

If approved, this would eliminate the By-Laws and Nominating Committee, which has not been functional and which has no purposeful mandate, and the Senior Compensation Committee, whose responsibilities have been incorporated into the Executive Committee's mandate. It would also create two new committees, the Academic Operations Committee and the Finance and Audit Committee.

Prior to discussing the Academic Operations Committee, Dr. Poff displayed a PowerPoint presentation which stated the powers of the Board and the powers of the Senate, as per the Brandon University Act.

Dr. Poff noted that the establishment of the Academic Operations Committee introduces some contested areas between the Senate and the Board of Governors. When drafting the terms of reference, we attended very closely to the distinct mandates and powers of the Senate and the Board of Governors under the Brandon University Act. Dr. Poff suggested that members review sections 12 (2) and 20 (2) of the BU Act to re-familiarize themselves with these powers.

Dr. Poff stated that she feels this is a positive change that will help engage the Board. These revisions will allow for debate at the committee level, then at the Executive, and by the time matters reach the full Board of Governors, there will be a number of voices around the table who will be able to contribute to an informed discussion.

CARRIED

d) Motion: Board Executive Committee Appointment – Chair

The Chair stated that those who are up for nomination for the various Executive Committee positions will excuse themselves from the room while discussion and voting takes place.

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

BE IT RESOLVED THAT Mr. Rich Lonstrup be nominated for the position of Chair of the Board of Governors Executive Committee.

**79 Sept10
CARRIED**

e) Motion: Board Executive Committee Appointment – Vice-Chair

Motion: Moved and Seconded (R. Enns/J. Visser)

BE IT RESOLVED THAT Ms Laura McDougald-Williams be nominated for the position of Vice-Chair of the Board of Governors Executive Committee.

**80 Sept10
CARRIED**

f) Motion: Board Executive Committee Appointment – Treasurer

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

BE IT RESOLVED THAT Mr. Mike Abbey be nominated for the position of Treasurer of the Board of Governors Executive Committee.

**81 Sept10
CARRIED**

g) Board Executive Committee – Secretary

The Chair noted that the Secretary position is currently vacant. Dr. Enns volunteered to serve as Secretary. No other nominations were received.

BE IT RESOLVED THAT Dr. Robin Enns be nominated for the position of Secretary of the Board of Governors Executive Committee.

CARRIED

h) Motion: Board Executive Committee Appointment – Senate Representative

Motion: Moved and Seconded (L. McDougald-Williams/F. Nichols)

BE IT RESOLVED THAT Dr. Di Brandt be nominated for the position of Senate Representative of the Board of Governors Executive Committee.

**82 Sept10
CARRIED**

- i) Motion: Board Executive Committee Appointment – Student Representative

Motion: Moved and seconded (L. Balanko/R. Enns)

BE IT RESOLVED THAT Ms Jade Visser be nominated for the position of Student Representative of the Board of Governors Executive Committee.

**83 Sept10
CARRIED**

- j) Motion: Board of Governors Policy – BOBCAT Sports Athlete’s Code of Conduct

Motion: Moved and seconded (D. Poff/J. Biggs)

BE IT RESOLVED THAT the Board of Governors approve the policy entitled BOBCAT Sports Athlete’s Code of Conduct;

AND THAT the existing Board of Governors policy approved in December 1990 entitled Code of Conduct ** for Students Representing Brandon University in Athletics Activities be rescinded;

AND THAT the existing Board of Governors policy approved in November 1989 entitled Consumption of Alcohol by Members of Athletic Teams ** Representing Brandon University be rescinded.

86 Sept10

Mr. Lamont stated that, if approved, this motion will rescind two old policies which have not been updated for over 20 years. The principle elements of these policies have been retained (being good ambassadors, being a good student, respecting people and facilities, etc.) and a clause on hazing and initiation activities has been added. This clause requires athletes to treat one another with respect, ensures any activities are voluntary, and ensures that there is no consequence for those who do not partake.

Mr. Lamont noted that the coaches were consulted during the preparation of this policy. Following approval, a signatory line will be added to the bottom and all athletes will be required to read and abide by the terms outlined in the policy.

Dr. Brandt asked how much pressure there is on our students to partake in hazing activities.

Mr. Lamont noted that he was told initiation activities are not uncommon but no complaints have been brought to his attention.

CARRIED

k) Motion: Entity Classification and Basis of Accounting

Motion: Moved and seconded (K. Phillips/A. Long)

BE IT RESOLVED THAT the Board of Governors approve the attached declaration of Entity Classification and Basis of Accounting document.

87 Sept10

Mr. Lamont stated that the University's financial statements are associated with those of the Province of Manitoba. The province requires us to declare which accounting handbook we follow. Each handbook is based on what kind of entity you are. The University is a government not-for-profit institution.

Mr. Lamont stated that as the governing body of the University, the Board of Governors is required to approve this designation.

CARRIED

6.2 President (D. Poff)

a) Report from the President

Dr. Poff circulated handouts of the PowerPoint presentation from General Faculty Council on September 3, 2010, which is a thorough summary of events from May to September. Also circulated was a report on the Premier's Mission to China. Dr. Poff noted that it was a very productive trip that will hopefully net BU a few new agreements. During the trip, the provincial government announced its commitment to the internationalization of the province. Once students graduate, they will be able to work in Manitoba for two years without declaring what they intend to do.

Ms Long, as a member of World University Service of Canada (WUSC), questioned whether or not this will take opportunities away from Canadian students.

Dr. Poff noted that Canada has had a low birth replacement rate for many years and we will need educated citizens to help us grow and progress so she does not feel it will take opportunities away from our students.

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

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

Dr. Grills discussed several of the points included in his 2010/2011 Goals and Objectives document including the following:

- Academic Plan – work will commence on BU's academic plan this fall. All exempt direct reports to the VP (A&R) will form a committee (VPAC) and will contribute to the development of this plan;
- Searches – Dean of Education; University Librarian; Dean of Science; Director, Aboriginal Initiatives; Associate Vice-President Research and Dean of Graduate Studies;
- Canada Research Chairs – move forward with allocating vacant seat;
- Collective Bargaining – BUFA Collective Agreement is due March 31, 2011.

Dr. Brandt questioned what the process is for allocating the vacant CRC position.

Dr. Grills stated that the Deans will be asked to submit proposals to the Vice-President (Academic and Research). These proposals will be brought forward to the President and a decision will be made on the basis of research goals.

An external search, if necessary, will be run out of Dr. Grills' office. Dr. Grills noted that two of the CRC positions are allocated to the Faculty of Arts, one to the Faculty of Science and one is vacant.

Dr. Poff noted that she was remiss in speaking to her Goals and Objectives. Two documents were included: a report on the 2009/2010 Goals and Objectives and the 2010/2011 Goals and Objectives. Dr. Poff noted that the report was submitted to the Board Executive Committee as part of her annual evaluation.

Dr. Brandt had to leave the meeting at 6:30 p.m.

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

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

Mr. Lamont noted that a copy of his 2010/2011 Goals and Objectives document was included in the package. Highlights from Mr. Lamont's regular report are as follows:

- Fleming School – toured yesterday with Mr. Mel Clark of the Brandon School Division to evaluate the condition of the building.
- HLC – work continues with the architects to get a final design in place. We hope to have a shovel in the ground by July 2011 with a completion date in fall 2012.

Ms Long questioned if the University intends to bid on the Fleming property or if we will be supportive of a bid by Sioux Valley Dakota Nation.

Mr. Lamont stated that Sioux Valley does intend to submit a proposal and we will work to develop some cooperative venture with them.

6.5 Board Budget Committee (R. Lonstrup)

- a) Motion: 2011 – 2012 Budget Estimates

Motion: Moved and seconded (K. Phillips/A. Long)

BE IT RESOLVED THAT the Board of Governors approve the Brandon University 2011 – 2012 Budget Estimates as recommended by the President and the Board Budget Committee.

88 Sept10

Mr. Lamont stated that the Board Budget Committee (BBC) met on Monday, September 20, 2010, and recommended the 2011/2012 Budget Estimates document to the Board for approval.

To maintain current programming, considering normal rates of inflation, provincial grants will be required to increase \$2.7 million or 8.8%.

The Retirement Plan scheduled valuation date is December 31, 2010. The University has taken advantage of the election to be exempt from solvency deficiency payments but we do anticipate an unfunded liability which will result in special payments in the range of \$1M to \$1.5M per year for as many years as the unfunded liability exists.

To maintain current programming, considering normal rates of inflation and pension obligations, we will require \$3.7M to \$4.2M or 12 – 14% in additional revenue.

Dr. Grills noted that part of this document is accountability for money spent on new programs over the past five years. We have also identified system restructuring needs relative to our Information Technology functions on campus.

Mr. Lamont noted that it is unrealistic to expect that we would get a 10% grant increase but we should have a better sense by February or March.

CARRIED

6.6 By-laws and Nominating Committee (Vacant)

- a) Election of OIC representative on the Dean of Education Search Committee

Motion: Moved and seconded (R. Enns/L. McDougald-Williams)

BE IT RESOLVED THAT Kristen Phillips be nominated as the OIC Representative on the Dean of Education Search Committee.

Ms Phillips asked what she can expect the time commitment to be.

Dr. Grills noted that a shortlist will hopefully be established in October, with candidates being interviewed in November or early December and an offer being made in January. Dr. Grills stated that it is critical all committee members attend all public talks and interviews. Supper or lunch with the candidate while they are in town is optional.

CARRIED

- b) Board of Governors Committee Representatives

Motion: Moved and seconded (L. McDougald-Williams/F. Nichols)

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BE IT RESOLVED THAT the appointments to the following Board of Governors committees for 2010 – 2011 be approved:

Foundation Management Committee
Sandra Armstrong

Board of Directors of Foundation
Robin Enns (Senate Representative)
Jade Visser (Student Representative)
Sandra Armstrong (OIC Representative)

Knowles-Douglas Student Centre

Mike Abby (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
Austin Gulliver

Brandon University Senate

Bea Jolly

Review Committee on the Status of Women

Vacant

Academic Operations Committee

Kristen Phillips (OIC Non-Student) (as Chair)
Robin Enns (Faculty Senator)
Amy Long (Student Representative)
Joanne Biggs (OIC Member-at-Large)

Finance and Audit Committee

Mike Abbey (as Chair)
Rich Lonstrup
Deborah Poff
Di Brandt (Faculty Senator)
Laura Balanko (Student Representative)
Sandra Armstrong (OIC Member-at-Large)

CARRIED

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

Dr. Enns noted that the Semi-Annual Meeting will take place on October 15, 2010.

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

There was no meeting.

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

The next meeting will be held in late October.

6.10 **Review Committee on the Status of Women (Vacant)**

There was no report.

6.11 Senate (D. Brandt/R. Enns)

a) Report from Senate Representatives, Dr. Di Brandt and Dr. Robin Enns

Dr. Enns and Dr. Brandt included a report in the package. Dr. Enns reviewed the report and noted their intent was to occasionally initiate discussion at both Senate and Board meetings.

6.12 Brandon University Alumni Association (R. Lonstrup)

Mr. Lonstrup reported the following:

- BUAA has funded the digitalization of the Sickle.
- The Quill turns 100 this year. They will be holding an event in conjunction with Homecoming weekend.
- Henry Champ will give a report on the US midterm elections at the Evans Theatre on October 14.
- Gloria Steinam will be speaking at the WMCA on Monday, October 18. The BUAA is a sponsor of this event.
- Volunteers will be offering free exam relief for students during midterms.
- Upcoming alumni events will be held in Ottawa and Calgary.
- Homecoming will be held October 15 – 17. All are welcome to attend the various activities held throughout the weekend. More information can be obtained from Ms Carla Eisler, Alumni Relations Officer.

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

Ms Balanko reported that first-year orientation activities are now complete. Everything was well attended including Rock the Block. BUSU is entering their by-election period with nominations closing next week and voting to be held in October.

Ms Visser reported that Gloria Steinam will be speaking at the WMCA on October 18. BUSU is working with the Universities of Manitoba and Winnipeg to try and get more students to attend.

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 AUCC Report – The Value of a University Degree
- 9.2 Report of Staff Changes – August 2010
- 9.3 Transactions of \$25,000 or More – August 6, 2010 – September 3, 2010

Items 9.1 through 9.3 were received for information.

10.0 ADJOURNMENT

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

BE IT RESOLVED THAT the meeting adjourn (7:10 p.m.).

CARRIED

Chair, Board of Governors

Secretary, Board of Governors