

**Brandon University Board of Governors
(Open Session)
Saturday, February 25, 2012
Room 104, Clark Hall
Brandon University, MB
8:30 am**

Present: Dr. F. Nichols, Dr. P. Carrabré, Dr. H. Champ (via teleconference), Dr. R. Enns (via teleconference), Ms L. McDougald-Williams, Dr. D. Poff, Ms K. McDonald, Mr. D. Stewart, Ms B. Jolly, Ms K. Phillips, Ms S. Duff, Mr. B. Schaffer, Ms K. McDonald, Ms S. Armstrong

Resource: Mr. S. Lamont, Ms R. Watts (Recorder)

Regrets: Ms J. Biggs , Mr. M. Abbey, Dr. S. Grills, Ms D. Tousignant, Dr. S. Grills

Absent:

1.0 CALL TO ORDER

The Chair called the meeting to order at 8:34 a.m.

2.0 AGENDA AND MINUTES

2.1 Approval of Board of Governors Open Session Agenda of February 25, 2012

Motion: Moved and seconded (K. Phillips/D. Stewart)

BE IT RESOLVED THAT the agenda of the February 25, 2012, Board of Governors meeting (Open Session) be approved.

**37 Feb12
CARRIED**

2.2 Approval of Board of Governors Open Session Minutes of September 24, 2011

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

BE IT RESOLVED THAT the minutes of the September 24, 2011, Board of Governors meeting (Open Session) be approved.

**38 Feb12
CARRIED**

2.3 Approval of Board of Governors Open Session Minutes of February 3, 2012

Motion: Moved and seconded (B. Jolly/R. Enns)

BE IT RESOLVED THAT the minutes of the February 3, 2012, Board of Governors meeting (Open Session) be approved.

**38 Feb12
CARRIED**

2.4 Move to closed session

Motion: Moved and seconded (R. Enns/A. Long)

BE IT RESOLVED THAT the meeting moves to Closed Session.

CARRIED

3.0 CONTINUING BUSINESS

4.0 CORRESPONDENCE

5.0 REPORTS

- 5.1 Academic Operations Committee (K. Phillips)
a) Report from the Academic Operations Committee

The Academic Operations Committee met on Friday, February 24, at 4:30 p.m.

The business discussed was under new business. We discussed an administrative leave request for Dr. Grills which we have recommended to the Executive Committee with one minor change to the wording of the motion which added the words “plus administrative stipend” to the end of the motion.

We also reviewed and discussed one (1) motion on a Program Expansion for a 4 Year Honours Major in Native Studies, two (2) motions regarding Statement of Intent, one for a Bachelor of Arts, Clinical Specialization and one for a Major in Metis Studies. The committee reviewed eleven (11) motions for new or changes to existing scholarships. All of these motions were forwarded to the committee from the Senate and have been recommended to the Executive Committee.

- 5.2 Finance and Audit Committee (M. Abbey)
a) Report from the Finance and Audit Committee

The Finance and Audit Committee met on Friday, February 24, at 5:15 p.m.

The business discussed was under new business and it was to review the Brandon University 2012 Annual Audit Plan, there was a PowerPoint presentation given by Jeanne Millis of BDO Canada.

We also reviewed and discussed a motion on Pension Contributions for members of MGEU, IUOE (A), IUOE (D) unions and all Exempt Staff members of the plan. This motion was recommended to the Executive Committee.

Also received for information were the following reports:

- o Statement of Special Programs Fund Account
- o Research and Special Purpose Funds
- o Financial Summary by Object as at January 31, 2012
- o Financial Summary by Function as at January 31, 2012
- o Transactions of \$25,000 or More from October 6, 2011 – January 31, 2012

5.3 Executive Committee (L. McDougald-Williams)

a) Report from the Executive Committee

The Executive Committee met on Friday, February 24, 2012, at 6:00 p.m.

Reports were received from the Academic Operations Committee and the Finance and Audit Committee.

The only new business discussed was to review the motions from both the Academic Operations Committee and the Finance and Audit committees, all of which appear on the Board of Governors Open Session agenda for approval.

5.4 President (D. Poff)

a) Report from the President

We are in the fundraising phase and just recently returned back from Calgary where Enbridge gave a donation for FNMI and they are very interested in developing a long term relationship with BU. We also received a \$70,000 donation from Wawanesa.

We have also recently met with the company ChangeMakers and they have some interesting concept material for our fundraising campaign.

Associate DM of Advanced Education and Literacy, Rory Henry expressed interest in our Manitoba Housing Proposal. It was noted that if

the Government choose to fund the proposal that we would have to share the facilities with ACC. B. Schaffer enquired about the intended use for donation from Vale. Dr. Poff explained that is it earmarked for Aboriginal capacity building.

- 5.5 Vice-President (Academic & Provost) (S. Grills)
a) Report from the Vice-President (Academic & Provost)

As included in the package.

- 5.6 Vice-President (Administration & Finance) (S. Lamont)
a) Report from Vice-President (Administration & Finance)

We are a bit behind schedule on the Healthy Living Centre. The gym floor should be complete by September 1st.

S. Lamont shared the names and positions of the new hires. Novel Thomas is the new basketball coach and Sharon Hooper is the new Chief Human Resources Officer. Sharon comes from York University and is beginning her work at BU on the collective bargaining for the three support staff unions.

There is currently a review of the Residence Regulation underway as the Canadian Federation of Students raised concerns with the province about student residences and questioned why they are different to normal renting regulations. A committee was formed including all PSE institutions to review the Residencies Act and they will provide some guidance and possible recommendations in a report and submit it to the government. We should receive a copy of the final report before it is submitted for final comment.

- 5.7 Foundation Management Committee (A. Long)

Nothing to report.

- 5.8 Board of Directors of Foundation (R. Enns/K. McDonald/A. Long)

The foundation discussed the Build campaign and different ways to revitalize the campus and get the community and students excited. It was also noted that Winterlude should help with building community spirit.

- 5.9 Knowles-Douglas Student Centre (S. Armstrong/S. Lamont)

This committee met on January 5th and the discussions focused on the financial status. Also there was an update on the fire, current investments and rental rates.

5.10 Board of Trustees of the BU Retirement Plan (P. Carrabré)

This committee met in early February with Dr. Payton the chair. There was a presentation given by auditors. There was a meeting with the fund managers and the actuary and they were informed that the plan is undervalued which means that the shortfall could be much larger than anticipated.

5.11 Brandon University Senate (R. Enns/B. Jolly)

The Senate met and passed many motions on scholarships and bursaries which were then sent to the Board for approval and they are included in this Board package.

5.12 Review Committee on the Status of Women (B. Jolly)

This committee is working on many events that will occur this year and next. On March 8th there is an event planned for International Woman's Day.

B. Jolly noted that D. Tousignant was nominated for a Women of Distinction award and that event is taking place on March 1st.

5.13 Brandon University Alumni Association (D. Stewart)

This committee met on January 9th. There was discussion about trying to start a chapter in Calgary. They are also pursuing possible group travel for alumni to help cut down on costs.

5.14 Brandon University Students' Union (D. Tousignant/K. McDonald)

BUSU Executive elections are currently underway. BUSU are also trying to bring in Stephen Lewis and if they are success will let the Board members know the date.

6.0 NEW BUSINESS

6.1 Administrative Leave Request

Motion: Moved and seconded (K. Phillips/B. Jolly)

D. Poff noted that Dr. Grills has been an administrator for over 12 years and is one of the best colleagues she has ever worked with. This will be a real loss for the administration but Dr. Grills has requested to go back to being full time faculty member.

BE IT RESOLVED THAT Dr. Scott Grills, Vice-President Academic & Provost, be granted an administrative leave from July 1, 2012 to October 31, 2012 at 100% of base salary plus administrative stipend.

**13 Feb12
CARRIED AS AMMENDED**

Motion: Moved and seconded (R. Enns/B. Schaffer)

BE IT RESOLVED THAT the Board of Governors thank Dr. Scott Grills for his many years of exemplary service as Vice President (Academic and Provost) and as Dean, and that we wish him well as a professor returning to his teaching and research.

**ALL IN FAVOUR
CARRIED**

6.2 Program Expansion for the 4 Year Honours Major in Native Studies (motion no. 044.DEC11 CAP)

Motion: Moved and seconded (K.McDonald/K. Phillips)

BU has had a four year degree in this area for many years, therefore it makes sense for grad school students to have this program expanded. Students currently complete a thesis without receiving the title.

BE IT RESOLVED THAT the Board of Governors approve the Program Expansion for the 4 Year Honours Major in Native Studies.

AND THAT after approval forward it to the Council on Post-Secondary Education (COPSE) for appropriate action.

**14 Feb12
CARRIED**

6.3 Statement of Intent for the Bachelor of Arts (4-Year Honours) Clinical Specialization (motion no. 045.DEC11 CAP)

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

BE IT RESOLVED THAT the Board of Governors approve the Statement of Intent for the Bachelor of Arts (4 Year Honours) Clinical Specialization.

AND THAT after approval forward it to the Council on Post-Secondary Education (COPSE) for appropriate action.

**15 Feb12
CARRIED**

- 6.4 Statement of Intent for the Bachelor of Arts (4-Year Honours) with a Major in Métis Studies (motion no. 046.DEC11 CAP)

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

BE IT RESOLVED THAT the Board of Governors approve the Statement of Intent for the Bachelor of Arts (4 Year Honours) with a Major in Metis Studies.

AND THAT after approval forward it to the Council on Post-Secondary Education (COPSE) for appropriate action.

**16 Feb12
CARRIED**

Motions 6.5 through to 6.15 were all moved as omnibus motions.

Motion: Moved and seconded (S. Armstrong/D. Stewart)

- 6.5 Fred McGuinness Endowment (motion no. 056.DEC11 CAP)

BE IT RESOLVED THAT the Board of Governors approve the Terms of Reference for the Fred McGuinness Endowment.

**17 Feb12
CARRIED**

- 6.6 Lucie Chang Memorial Scholarship (motion no. 057.DEC11 CAP)

BE IT RESOLVED THAT the Board of Governors approve the Terms of Reference for the Lucie Chang Memorial Scholarship.

**18 Feb12
CARRIED**

- 6.7 Revised Title – Tennant/Wiggins Family Bursary (motion no. 058.DEC11 CAP)

BE IT RESOLVED THAT the Board of Governors approve the revised title of the Tennant/Wiggins Family Bursary to the Wiggins Family Bursary.

**19 Feb12
CARRIED**

- 6.8 Laureate Epsilon Beta Sigma Phi (motion no. 059.DEC11 CAP)

BE IT RESOLVED THAT the Board of Governors approve the terms of reference for the Laureate Epsilon Beta Sigma Phi Scholarship in Gender & Woman's Studies.

**20 Feb12
CARRIED**

6.9 Snjolaug Sigurdson Memorial Piano Scholarship (motion no. 060.DEC11 CAP)

BE IT RESOLVED THAT the Board of Governors approve the terms of reference for the Snjolaug Sigurdson Memorial Piano Scholarship.

**21 Feb12
CARRIED**

6.10 Andrew Kossak Scholarship/Bursary in Music (motion no. 061.DEC11 CAP)

BE IT RESOLVED THAT the Board of Governors approve the revised terms of reference for the Andrew Kossak Bursary in Physics to the Andrew Kossak Bursary in Music.

**22 Feb12
CARRIED**

6.11 Eva Emeline Pickard Memorial Scholarship (motion no. 062.DEC11 CAP)

BE IT RESOLVED THAT the Board of Governors approve the terms of reference for the Eva Emeline Pickard Memorial Scholarship.

**23 Feb12
CARRIED**

6.12 James Christie Memorial Scholarship (motion no. 063.DEC11 CAP)

BE IT RESOLVED THAT the Board of Governors approve the revised terms of reference for the James Christie Memorial Scholarship.

**24 Feb12
CARRIED**

6.13 Revised Terms of Reference for International Brotherhood of Electrical Workers (IBEW) Local 2034 – CFL Manitoba Council Commemorative Scholarship (motion no. 064.DEC11 CAP)

BE IT RESOLVED THAT the Board of Governors approve the revised terms of reference for the International Brotherhood of Electrical Workers (IBEW) Local 2034-CFL Manitoba Council Commemorative Scholarship.

**25 Feb12
CARRIED**

6.14 The Registered Psychiatric Nurses' foundation Inc. Bursary (motion no. 065.DEC11 CAP)

BE IT RESOLVED THAT the Board of Governors approve the terms of reference for The Registered Psychiatric Nurses Foundation Inc. Bursary.

26 Feb12
CARRIED

- 6.15 TheHuijun Yu-Zihui Yang (Grandma) Scholarship in ADES (motion no. 066.DEC11 CAP)

BE IT RESOLVED THAT the Board of Governors approve the terms of reference for The Huijun Yu - Zihui Yang (Grandma) Scholarship in Applied Disaster and Emergency Studies (ADES).

27 Feb12
CARRIED

- 6.16 Request to use BU Logo on Headstone

Motion: Moved and seconded (S. Armstrong/P. Carrabré)

B. Jolly supported this motion as she noted Eileen McFadden was a hard working employee.

BE IT RESOLVED THAT the Brandon University Board of Governors approve the use of the BU logo for the headstone of long time employee Eileen May McFadden.

40 Feb12
CARRIED

- 6.17 Request for Financial Assistance – WUSC – Employability, Health and Well Being of Youth in Mali

Motion: Moved and seconded (K. Phillips/B. Jolly)

BE IT RESOLVED THAT Brandon University Board of Governors support Amy Long by granting one of the two annual bursaries of \$3,000.00 to participate in WUSC Students Without Borders (SWB).

41 Feb12
CARRIED

- 6.18 Edited Conflict of Interest Policy

This item is being tabled until the Conflict of Interest Policy that Dr. Grills is currently editing is complete as the changes he will make to his will affect the changes we make to the Board policy.

BE IT RESOLVED THAT the Board of Governors approve the Conflict of Interest Policy as revised.

42 Feb12
TABLED

6.19 Pension Contributions

Motion: Moved and seconded (P. Carrabré/A. Long)

S. Lamont noted that the motion simply explains that all unions and exempt staff are required to make the same pension contributions as the BUFA members but the only body that can authorize a change to the document is the Board.

BE IT RESOLVED THAT the increase in member contributions to the Brandon University Retirement Plan negotiated with the Brandon University Faculty Association also apply to members of MGEU, IUOE(A), IUOE(D), and all Exempt Staff members of the Plan.

Specifically, Effective April 1, 2012 the Employer and the Employee shall make contributions to the University Pension Plan Fund, on behalf of each eligible member, in accordance with the terms of the plan, an amount equal to the sum of

i. Eight percent (8.0%) of the member's basic salary up to the Year's Basic Exemption and

ii. Six and two-tenths percent (6.2%) of the member's basic salary between the Year's Basic Exemption and the Year's Maximum Pensionable Earnings and

iii. Eight percent (8.0%) of the member's basic salary, if any, in excess of the Year's Maximum Pensionable Earnings.

**32 Feb12
CARRIED**

6.20 Presentation by Faculty of Arts (SIFE) – **scheduled for 10:30 – 11:00 am**

7.0 ANY OTHER BUSINESS

8.0 INFORMATION

- 8.1 Transactions of \$25,000 or More – October 6, 2011 – January 31, 2012
- 8.2 Report of Staff Changes – September, 2011 – January, 2012
- 8.3 Letter from Minister of Advanced Education and Literacy regarding acting DM
- 8.4 Calendar Description change to 4.1.1 Application Fee
- 8.5 Final List of Graduates of the October 18, 2011 Fall Convocation
- 8.6 Brandon University Winterlude Information
- 8.7 Governance Training Sessions – Minister of Advanced Education and Literacy

9.0 ADJOURNMENT
Moved (S. Armstrong)

BE IT RESOLVED THAT the meeting adjourn 11:32 a.m.

CARRIED