

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

**Saturday, September 25, 2021
Via Video Conference
8:30 a.m.**

Present: S. Chambers (Chair); D. Docherty; J. Galvin; A. Kowalchuk; B. Zander; K. Kerkowich; T. Friesen; W. Taylor; O. Adeleye; M.J. McCallum; A. Li; J. Splett; S. Omotoye

Resource: K. Campbell; S. Lamont; K. Fisher; M. Lamontagne (Recorder)

Regrets: E. Bach

1.0 CALL TO ORDER

The Chair called the meeting to order at 8:36 a.m.

The Chair welcomed Jason Splett; April Li; and Simi Omotoye to the Board.

The Chair acknowledged that Brandon University campuses are located on Treaty 1 and Treaty 2 Lands, the traditional homelands of the Dakota, Anishinaabek, Cree, Oji-Cree, Dene and Métis peoples.

2.0 AGENDA AND MINUTES

2.1 Approval of Agenda of September 25, 2021

Motion: Moved and seconded (J. Splett/A. Kowalchuk)

BE IT RESOLVED THAT the agenda of the September 25, 2021, Board of Governors meeting (Open Session) be approved.

**057 Sep21
CARRIED**

2.2 Approval of Consent Agenda

Motion: Moved and seconded (W. Taylor/A. Li)

BE IT RESOLVED THAT the consent agenda of the September 25, 2021 Board of Governors (Open Session) meeting be approved as follows:

- a) **Minutes of June 26, 2021 (Open Session)**
- b) **Report from the Vice-President, Academic & Provost (K. Campbell)**
- c) **Report from the Vice-President, Administration & Finance (S. Lamont)**
- d) **Report – Transactions of \$100,000 or More – June 1 to September 1, 2021**
- e) **Report – Financial Summary by Object as at August 31, 2021**
- f) **Report – Financial Summary as at August 31, 2021**
- g) **Reports from Representatives on Committees Reporting to the Board:**
 - i. **BU Retirement Plan Trustees**
 - ii. **BU Students' Union**
 - iii. **Status of Women Review Committee**
 - iv. **BU Foundation**
 - v. **Finance Committee**
 - vi. **Audit and Risk Committee**

**057 Sep21
CARRIED**

3.0 REPORTS

3.1 Report from the President (D. Docherty)

Dr. Docherty's written report was provided in the agenda package. The following highlights were noted:

- An estate gift was received in August in the amount of \$1,112,810. Funds will be divided between two existing bursaries in Health Studies.
- A donation of \$237,298 was received from Brian and Esther Pallister, which will support the existing Pallister Entrance Scholarships and the Pallister Women's Athletic Awards plus two new awards.

Dr. Docherty reported on the Strategic Plan as follows:

- Planning was on hiatus due to Covid; however, several consultations and events have taken place with faculties and units, Board of Governors, external community members, BU Alumni Association and the BU Foundation.

- Vision is to be Canada’s finest regional university noting there has been considerable discussion about being BU or University of Western Manitoba.
- Value proposition – The service we provide to Western Manitoba is unique. We serve our communities and share our knowledge with the country and the world, through our research and teaching. We have large global impacts while servicing a largely regional population.
- “Speaking the truth in love” - our motto reflects our roots. Respect, a duty to truth, and a commitment to action are concepts shared in many cultures.
- Our mission – We promote excellence in teaching, research, creation and scholarship. We educate our students so that they can make a meaningful difference as engaged citizens and leaders. We defend academic freedom and responsibility. We create and disseminate new knowledge. We embrace cultural diversity and are particularly committed to the education of First nations, Metis and Inuit people. We share our expertise and resources with the greater community.
- Our ‘Built in Brandon’ approach – Be Agile; Be Courageous; Be Inclusive
- Braided together – three strands are: Student Success, Faculty/Staff Success, Community Success. Recognizing that these are all intermingled and cannot have one without the other.
- Student Success: access/participation rates; welcome Indigeneity and Indigenous student success; scholarships and bursaries; experiential education; awards; graduation, transfer, admission to graduate or professional school.
- Faculty/Staff Success: Equity, Diversity and Inclusion (EDI); health and workplace wellness; growth and development; research support and research success; national and international recognition and awards; infrastructure.
- Community success: economic driver; cultural driver; sport and wellness; Indigenous and rural community leadership development; community engagement; continuing and life-long learning.
- Brandon University – an interconnected braid where each strand strengthens the others.
 - Opportunities we choose: Indigeneity and Truth & Reconciliation; Mental Wellness; and EDI.
 - Challenges we face: Relevance; Pandemic Recovery; and Sustainability.
- Discussions have taken place with the Indigenous Advisor to President about having a separate Indigenous Strategic Plan.
- Student Success outcomes include: increase graduation and retention rates; and increased student presence on campus after normal hours.
- When talking to members of the community, comments have been made that we have a wonderful campus, however, there is a lack of space to

facilitate after hours engagement with faculty, staff and students. Questions have been raised as to whether there is an opportunity to incorporate this into a newly developed Brodie building or what other opportunities might exist. Making better use of existing space was a consistent theme throughout the consultation process.

- Progress continues to be made on the Strategic Plan and the hope is to have a final document presented at the November Board meeting.

The Chancellor commented that she spoke with President Docherty about meeting with the Chiefs in Treaty 2 territory about the Strategic Plan. She has reached out to them, however, has not received a response as of yet. Some concern was expressed in regards to having a separate Indigenous Strategic Plan, as people in society have taken many separate journeys. A question was raised as to how the University will join the Indigenous and non-Indigenous students noting that one strength should be that they work together rather than more separation. This would be likely be the same for international students.

Dr. Docherty stated that even if there were to be an Indigenous Strategic Plan, there would not be anything removed from the current plan. There have been discussions with the Indigenous Advisor to the President about a plan that speaks to different ways to recruit Indigenous students, how to make them feel welcome on campus, and necessary supports. It was noted that perhaps a strategic plan for international students would be appropriate as well to develop in the future.

Member questioned if there are still any plans on extending the campus downtown. Dr. Docherty confirmed that there are no plans; however, potential exists for BU to participate in a project in the future as it would be nice to have a community presence of some fashion downtown.

Member commented that they would like to see a space for newcomers on campus other than simply study space, such as a praying and cultural space. Dr. Docherty stated that BU does have a multi-faith room on campus; however, the University could look at creating a broader space. It was noted that the current multi-faith room has been closed due to the pandemic.

Question was raised about what the process is for the Strategic Plan after the November Board meeting. Dr. Docherty stated that he is optimistic that he will be able to present a plan at the November meeting to seek endorsement from the Board and next stage would be to identify measurable goals to determine where to go next noting that there could be timelier goals that could be implemented sooner than the others (e.g. community events).

4.0 NEW BUSINESS

4.1 Motion: 2022-2023 Budget Estimates

Motion: Moved and seconded (K. Kerkowich/A. Kowalchuk)

BE IT RESOLVED THAT the Board of Governors approve the 2022-2023 Budget Estimates as presented by the Finance Committee.

052Aug21

Dr. Docherty reported that the 2022-2023 Budget Estimates were presented to the Finance Committee and were subsequently recommended to the Board for approval. It was noted that the Province required submission of the document in early-September, however, they are aware that the document was subject to approval by the Board of Governors. With it being early in the budget process, there are still some unknowns such as retirements, leaves, changes in programming etc.

S. Lamont shared the following highlights of the document:

- Budget Estimates is a target for what we hope to achieve;
- Specific numbers for each line are determined by looking at past years, trend lines for salaries, benefits, travel etc. noting that trend lines have been able to estimate what revenues will be;
- Government has told BU to plan for the same operating grant as last year and a maximum tuition fee increase of 2.75 percent noting last year's maximum increase was 3.75 percent as well as domestic and international enrolment;
- By way of the process, revenues are calculated and matched with expenses;
- Salaries and benefits are also determined to come up with a final number and between now and January, the budget will be brought to a balanced position;
- Most important task between now and January will be the staffing plans which will begin next month with a final staffing plan in place by early-December;
- The hope is that government will do their grant announcements in January as they did last year noting this would allow the approval of the operating budget in March;
- University will continue to report to government based on the Budget Estimates;
- Lines are substantially higher now than what they will be at the final position;

- There will be little value in the Strategic Plan if there are no resources allocated to it;
- Overall, the budget is thorough and balanced;
- Budget Estimates were submitted to the Province on September 3rd, subject to Board approval.

CARRIED

4.2 Motion: Nominations and Elections for Board Committee Representatives

Motion: Moved and seconded (J. Galvin/W. Taylor)

BE IT RESOLVED THAT the Board of Governors approve the appointment of the following individuals to the indicated committee(s) for the 2021-2022 period:

Knowles- Douglas Student Centre

VACANT (Board Representative)
Scott Lamont (Administration Representative)
Kayvon Razzaghi (BUAA Representative)

Board of Trustees of the BU Retirement Plan

Scott Lamont (Administration Representative)
Shawn Chambers (Board Representative)

Review Committee on the Status of Women

Katie Kerkowich (Board Representative)

Board of Directors of the Brandon University Foundation

Brad Zander (OIC non-student Representative) – also member of the Foundation Management Committee
Taylor Friesen (Student Representative)
VACANT (Faculty Senator)

Brandon University Senate

VACANT (Board Representative)

Governance and Nominating Committee

VACANT (Faculty Senator)
Olufunke Adeleye (Student Representative)
Wilf Taylor (OIC Representative)

Finance Committee

VACANT (Faculty Senator)
Adam Kowalchuk (Student Representative)
VACANT (OIC Representative)

Audit and Risk Committee

Brad Zander (External Board Member-at-Large Representative)
VACANT (External Board Member-at-Large Representative)

Human Resource Committee

VACANT (External Board Member-at-Large Representative)

Executive Committee

Edward Bach (Faculty Senator)
Olufunke Adeleye (Student Representative)

058 Sep21

A call for volunteers to serve on the various committees was issued to the Board of Governors prior to the meeting and the proposed motion is indicative of their responses.

It was noted that there are still some vacant positions and those interested in any of the vacancies were asked to contact K. Fisher.

CARRIED

4.3 Election of Order-in-Council Representative to the Associate Vice-President:
People & Talent Search Committee

Dr. Docherty stated that the search is still ongoing which was delayed partially due to Covid. Another meeting will be scheduled in the near future.

K. Kerkowich volunteered to serve on the Committee.

Motion: Moved and seconded (T. Friesen/W. Taylor)

BE IT RESOLVED THAT the Board of Governors appoint Katie Kerkowich to the Associate Vice-President (People & Talent) Search Committee.

CARRIED

- 4.4 Election of Order-in-Council Representative to the Strategic Planning Advisory Committee

Dr. Docherty stated that Trudy Corbett was one of two Board representatives on the Committee and that the Board is welcome to appoint a new Order in Council representative if they wish. It was noted that there would be a couple of meetings left which would occur in the fall.

There were no volunteers that came forward. Members were encouraged to contact the Board Chair if they are interested and an electronic vote could take place for the appointment.

- 4.5 Motion: Revisions to the Senate Awards for Excellence in Teaching Policy

Motion: Moved and seconded (A. Kowalchuk/A. Li)

BE IT RESOLVED THAT the Board of Governors approve the monetary portion of the Senate Excellence in Teaching Awards Policy Revisions.

059 Sep21

Dr. Docherty stated that Senate has recommended revisions to the Senate Awards for Excellence in Teaching Policy and that the Board is required to approve the revisions given there is a monetary component. The monetary amount (\$5,000) is dedicated to professional development to increase the scope and reputation of the award.

CARRIED

- 4.6 Motion: Revisions to the Senate Awards for Excellence in Research Policy

Motion: Moved and seconded (K. Kerkowich/S. Omotoye)

BE IT RESOLVED THAT the Board of Governors approve the monetary portion of the Senate Excellence in Research Awards Policy Revisions.

060 Sep21

Dr. Docherty stated that as with the previous motion, Senate has recommended revisions to the Senate Awards for Excellence in Research Policy and that the Board is required to approve the revisions given there is a monetary component. The monetary amount (\$5,000) is dedicated towards a research grant.

CARRIED

4.7 Motion: Board of Governors Meeting Schedule

Motion: Moved and seconded (J. Splett/A. Li)

BE IT RESOLVED THAT the Board of Governors approve the 2022 meeting schedule as follows:

- **Saturday, January 22, 2022**
- **Saturday, March 19, 2022**
- **Saturday, May 14, 2022**
- **Saturday, June 25, 2022**
- **Saturday, September 24, 2022**
- **Saturday, November 26, 2022**

061 Sep21

K. Fisher stated that based on previous discussions with the Board regarding the meeting schedule, the Board was surveyed on what other options might work. As a result of the survey, it is being proposed that the meeting schedule remain the same and committee meetings will be scheduled in advance of Board meetings.

Member questions if there will be an attempt to meet in-person.

K. Fisher stated that the possibility of an in-person meeting in November will be explored at which time the University's vaccine policy will be in place noting that priority and use of space has to be utilized for academic programs. It was further noticed that if meeting in-person, a large space (e.g. classroom) would need to be used to adhere to social distancing guidelines. If in-person meetings proceed, there will be a hybrid approach as well for those that need to attend virtually.

CARRIED

4.8 Motion: Presidential Expense Claims Policy

Motion: Moved and seconded (W. Taylor/K. Kerkowich)

BE IT RESOLVED THAT the Board of Governors approve the Presidential Expense Claims Policy.

055 Sep21

K. Fisher stated that the Office of the Auditor General Manitoba has been engaged in a governance audit with Manitoba post-secondary institutions over the past five years with a focus on board oversight. The audit resulted in a number of recommendations made to the provincial government as well as specific recommendations for PSI's on how to improve practices. As part of BU's institution specific report, one recommendation made was that in addition to a travel expense policy, there should be a policy specific for presidential expenses and that it include a one-up approval process with the Chair being responsible for president expenses. The proposed policy comes by way of the Audit & Risk Committee who has reviewed and recommended the policy. It was noted that board secretaries at Manitoba colleges and universities have come together as result of the governance audit and have been working together on the recommendations; therefore, there is very similar language of policies at other institutions.

CARRIED

4.9 Motion: Borrowing Resolution

Motion: Moved and seconded (J. Galvin/T. Friesen)

BE IT RESOLVED THAT the Board of Governors approve the attached borrowing resolution.

062 Sep21

Dr. Docherty stated that this is an annual resolution, which allows the University to borrow money. It was noted that the University has not had to use this before and that if used, it would be for urgent matters only.

S. Lamont added that it is a good utility noting that the University would be unable to borrow money without the Board's approval.

CARRIED

4.10 Motion: Board of Governors Scholarships and Bursaries

Motion: Moved and seconded (W. Taylor/S. Omotoye)

BE IT RESOLVED THAT the Board of Governors approve the allocation of unrestricted endowment funds for the 2021/2022 fiscal year as follows:

Faculty Research (BURC) \$58,246

Entrance Scholarships:

Tier I Average greater than or equal to 95% 2000.00

Tier II Average greater than or equal to 92.5% 1700.00

Tier III Average greater than or equal to 90% 1400.00

Tier IV Average greater than or equal to 87.5% 1100.00

Tier V Average greater than or equal to 85% 800.00

Total available from endowment funds for Entrance Scholarships \$57,503

TOTAL \$115,749

063 Sep21

S. Lamont stated that this allocation is a regular occurrence each year. It was noted that endowments are used to fund both Faculty Research (BURC) and the entrance scholarships. These funds provide entrance scholarships for those students who meet the high school grade requirements. They are awarded on the basis of a five-tier structure and entering students need not apply for them. The operating budget of the University provides the balance of funds necessary to fulfill these scholarships (in addition to the endowment funds that are allocated by way of this motion).

CARRIED

4.11 Move to Closed Session

Motion: Moved and seconded (J. Galvin/A. Kowalchuk)

BE IT RESOLVED THAT the meeting move to Closed Session.

CARRIED

4.12 Raise Motion(s) from Closed Session

The following motions were raised to Open Session:

BE IT RESOLVED THAT the Board of Governors approve a paid special leave for Cora Dupuis, Co-op Coordinator, commencing January 1, 2022 to December 31, 2022.

BE IT RESOLVED THAT Shawn Chambers be elected for the position of Chair of the Board of Governors.

BE IT RESOLVED THAT Julee Galvin be elected for the position of Vice-Chair of the Board of Governors.

BE IT RESOLVED THAT Katie Kerkowich be elected for the position of Secretary of the Board of Governors.

5.0 INFORMATION & ANNOUNCEMENTS

6.0 ADJOURNMENT

Motion: Moved and seconded (A. Kowalchuk/J. Splett)

BE IT RESOLVED THAT the meeting adjourn at 12:22 p.m.

CARRIED

Chair, Board of Governors

Secretary, Board of Governors