

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

**Saturday, January 28, 2023
Via Zoom
8:30 a.m.**

Present: S. Chambers (Acting Chair); J. Galvin; E. Bach; K. Bayes-McDonald; D. Docherty; M. Juce; A. Li; B. MacKalski; M. Magnusson; M.J. McCallum; A. Nelson; Q. Pearce; K. Sumner; S. Omotoye

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

Regrets: A. Kowalchuk; O. Adeleye

1. CALL TO ORDER

S. Chambers agreed to serve as Acting Chair for the full meeting at the request of the Chair.

The Acting Chair called the meeting to order at 8:32 a.m.

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. AGENDA & MINUTES

2.1 Approval of Agenda of January 28, 2023

Motion: Moved and seconded (E. Bach/Q. Pearce)

BE IT RESOLVED THAT the agenda of the January 28, 2023, Board of Governors meeting (Open Session) be approved.

**007 Jan23
CARRIED**

2.2 Approval of Consent Agenda

Motion: Moved and seconded (E. Bach/B. MacKalski)

BE IT RESOLVED THAT the consent agenda of the January 28, 2023, Board of Governors (Open Session) meeting be approved as follows:

- 2.2.1 Minutes of November 26, 2022 (Open Session)**
- 2.2.2 Report from the Provost & Vice-President, Academic**
- 2.2.3 Report from the Vice-President, Administration & Finance**
- 2.2.4 Report – Transactions of \$100,000 or More – November 1, 2022 to January 1, 2023**
- 2.2.5 Report – Financial Summary by Object as at December 31, 2022**
- 2.2.6 Report – Financial Summary as at December 31, 2022**
- 2.2.7 Reports from Representatives on Committees Reporting to the Board:**
 - 2.2.7.1 Board of Directors of the BU Foundation**
 - 2.2.7.2 BU Senate**
 - 2.2.7.3 BU Students' Union**
 - 2.2.7.4 Board of Trustees of the BU Retirement Plan**
 - 2.2.7.5 Governance & Nominating Committee**

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CARRIED**

3. DELEGATIONS

3.1 BU Recruitment Strategy Presentation (L. Barcellona)

The Acting Chair welcomed Leanne Barcellona, Director of Recruitment and Retention, and Katie Gross, Dean of Students, to present on BU's recruitment strategy.

Dr. Docherty spoke to strategic enrollment management noting a trend of decreasing enrolment of domestic students across Canada. Work will be done to heighten recruitment efforts noting that the President's Executive Council has allocated additional resources for targeted advertising in the short term. Over the long term, efforts will be made to strategic enrolment management noting that the university will bring in a consultant in the next few weeks.

L. Barcellona presented on Brandon University's Domestic Recruitment Plan and spoke to the current landscape, presentations and locations, event strategies, advertising, and communications.

S. Omotoye joined the meeting at 8:42 a.m.

A. Li joined the meeting at 8:43 a.m.

Discussion ensued with regards to Indigenous student recruitment. The Chancellor provided suggestions for locations to recruit and offered to reach out to her connections to see how they can help. L. Barcellona noted that an additional Student Success Officer will be hired, and the hope is to include more services and support for Indigenous students.

Discussion took place regarding advertising. It was confirmed that BU advertising billboards in Winnipeg are to target students for the Winnipeg Psychiatric Nursing site, as well as programs unique to BU, such as the School of Music, Applied Disaster and Emergency Studies, and Masters programs. It was noted that billboards are still used to target those who influence student decisions (e.g., parents, grandparents), whereas social media and geo-fencing are more effective in targeting 18–25-year-olds.

Discussion took place about student decisions to attend BU. It was noted that students indicate that the reason they do not want to attend BU is typically because the program they want is not offered. However, the message conveyed is that students can start at BU and transition to another university noting that the slogan “Start Here” will be used for the winter advertising campaign. It was further noted that students also indicate they would prefer to leave Brandon or their rural community to experience a larger city. Members commented and suggested that pre-medical students be encouraged to attend BU as there is a rurality score that benefits pre-med students, and that outreach be done to target Winnipeg families who perceive the notion that the cost to stay in Winnipeg is better than moving to Brandon.

L. Barcellona and K. Gross left the meeting at the conclusion of this item.

4. REPORTS

4.1 Report from President

Dr. Docherty’s written report was provided in the agenda package. In addition, the following highlights were made:

- The Chancellor visited campus last week and met with many individuals and classes.
- The movie *Turning Red* was nominated for best animated feature at the Oscars, noting that Dr. Alison Marhsall, Professor in the Department of Religion, is credited in the film as cultural consultant for Asian Canadians.

- This Tuesday, RBC will be holding a recruitment night and students are being encouraged to attend.

5. NEW BUSINESS

5.1 Motion: Violence Prevention Policy

Motion: Moved and seconded (E. Bach/K. Sumner)

BE IT RESOLVED THAT the Board of Governors approve the Violence Prevention Policy as recommended by the Governance and Nominating Committee.

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S. Lamont provided background on the policy, which was included in the rationale in the agenda package. It was noted that the Board is being asked to approve the policy only, and that the procedures are approved separately by the President with input from the President's Administrative Council. Overall, the policy is a requirement by Workplace, Safety & Health noting the university received an improvement order to have a violence prevention policy in place. The policy has undergone consultation from various groups including the Workplace, Safety & Health Committee, the Governance and Nominating Committee, union groups and senior administration who have all reviewed the policy and recommended changes. Legal consultation will be sought by experts who deal with investigations and, once complete, the policy will come before the Board again if there are any proposed changes. The policy is consistent with the Discrimination and Harassment policy and the Sexualized Violence policy. Once the policy and procedures are in place, it is important that everyone receive training noting that development of an online training program is in process and almost ready.

The Chancellor spoke to decolonization being within the Strategic Plan, stating that colonization is violent, threatening and can silence people, which is usually done through policies. She suggested that a separate conversation be had about decolonization to have people understand what colonization does to students when they cannot study or work in an area where they feel excluded or unequal. She also noted the issue and harm of Indigenous identity fraud, however, that she could not be involved with BU on this subject as she is involved in this topic with the Canadian Senate.

A suggested change was made with regards to 3. b) Principles of Natural Justice, that *the decision and the reasons for the decision* be added in addition to evidence, be shared with both the complainant and respondent. It was noted that this is something the tribunal would likely be looking for if an incident went further than an investigation. In terms of governance, this would solidify that the procedure stays in place and cannot be changed or removed.

A suggested change was made with regards to 7. Confidentiality, that *respondent* be added in terms of disclosure of name.

Discussion took place regarding 5. Worksites and Job Functions of Greater Risk or Potential Violence. A question was raised as to whether those who fall under EDI groups were considered noting that the risk of violence increases for those who fall under these groups. Dr. Campbell stated that work is being done with an external consultant to create a specific EDI policy and suggested that these issues be considered and addressed as part of an institutional wide EDI policy.

It was confirmed that S. Lamont would look into the proposed changes and seek advice from legal counsel and that amendments will be brought back to the Board for consideration and approval at a later date. In the meantime, the Board is being asked to consider and approve the policy as presented in the meeting package.

CARRIED

5.2 Motion: Revisions to the Appointment of Non-Academic Administrators Policy

Motion: Moved and seconded (M. Magnusson/K. Sumner)

BE IT RESOLVED THAT the Board of Governors approve the revisions to the Appointment of Non-Academic Administrators Policy as recommended by the Governance and Nominating Committee.

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Dr. Docherty provided a brief overview of the policy and stated that aside from minor revisions, the primary revision being proposed is to include the search committee composition for the position of Associate Vice-President, Indigenous Initiatives noting a search will soon be underway. Work will begin to establish the search committee once the policy revisions are approved.

A question was raised as to whether the required timeframe to keep materials related to a search should be included in the policy. It was confirmed that this information falls within a Human Resources policy and therefore provides consistency across all appointments and hiring policies.

CARRIED

5.3 Motion: Revisions to the Award for Excellence in Community Service Policy

Motion: Moved and seconded (K. Sumner/K. Bayes-McDonald)

BE IT RESOLVED THAT Board of Governors approve the revisions to the Board of Governors Award for Excellence in Community Service Policy as recommended by the Governance and Nominating Committee.

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Dr. Docherty spoke to the motion and stated that the only revision was the addition that Brandon University employees may not be nominated while they are an active member of the Board of Governors.

CARRIED

5.4 Motion: Rescinding of By-Law No. 4 – Mortgage with Central Mortgage & Housing Corporation

Motion: Moved and seconded (E. Bach/M. Magnusson)

BE IT RESOLVED THAT the Board of Governors rescind By-Law 4 – Mortgage with Central Mortgage & Housing Corporation, as recommended by the Governance and Nominating Committee.

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S. Lamont spoke to the motion and provided an overview of the original intent of the bylaw. The loan has now been paid in full; the bylaw is no longer relevant and can be rescinded.

CARRIED

5.5 Motion: Amendment 23/01 to the BU Retirement Plan

Motion: Moved and seconded (A. Nelson/Q. Pearce)

BE IT RESOLVED THAT the Board of Governors approve the proposed amendments to the Brandon University Retirement Plan.

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S. Lamont spoke to the motion in high level. The amendments relate to a recent change in provincial legislation, which allows individuals over the age of 65 who continue to work, to choose the option to continue contributing to the pension

plan or to stop contributing. Amendments to the Retirement Plan require approval from the Pension Trustees, the Brandon University Faculty Association, and the Board of Governors. It was noted that both the Pension Trustees and BUFA have approved the amendments, and that the Board is the final approval needed.

It was confirmed that the university would no longer contribute on an individual's behalf who chooses to no longer contribute to the pan.

CARRIED

5.6 Nominations & Election for External Member-at-Large on Audit & Risk Committee

The Acting Chair stated that an external member-at-large (i.e., Order in Council appointee) is needed to fill a vacancy on the Audit & Risk Committee.

M. Juce volunteered to let his name stand to serve on the committee and recused himself from the meeting.

The Acting Chair called for further nominations or volunteers three times. No further nominations or volunteers came forward.

Motion: Moved and seconded (S. Omotoye/B. MacKalski)

BE IT RESOLVED THAT Michael Juce be elected to the Audit and Risk Committee.

CARRIED

M. Juce returned to the meeting.

5.7 Nominations & Election for External Member-at-Large on Finance Committee

The Acting Chair stated that an external member-at-large (i.e., Order in Council appointee) is needed to fill a vacancy on the Finance Committee.

M. Juce volunteered to let his name stand to serve on the committee and recused himself from the meeting.

The Acting Chair called for further nominations or volunteers three times. No further nominations or volunteers came forward.

Motion: Moved and seconded (E. Bach/M. Magnusson)

BE IT RESOLVED THAT Michael Juce be elected to the Finance Committee.

CARRIED

6. INFORMATION/ANNOUNCEMENTS

6.1 Joint Board & Senate Professional Development – February 28, 2023

L. Moss announced that Cheryl Foy will be presenting on the importance of governance to the BU Board of Governors and Senate on February 28th at 2:00 p.m. immediately followed by a mix and mingle event. A copy of Cheryl Foy’s book will be mailed to Board members in advance of the session.

It was confirmed that there will be an opportunity to join the session remotely.

6.2 Annual Review of Fiduciary Duty and Avoidance of Conflict of Interest Agreement

L. Moss stated that new members who took part in the Fall 2022 Board orientation have already signed the agreement and that remaining members will be asked to re-sign as part of the annual practice. M. Lamontagne will reach out to necessary individuals via email with a request to sign and return the agreement.

6.3 Annual Self-Evaluation (Skills Matrix) Tool

A copy of the self-evaluation tool was included in the meeting package for information.

L. Moss stated that the skills matrix tool is completed annually by Board members to self-evaluate their skills and knowledge. The results of the survey are compiled and summarized into a report that is provided to Agencies, Boards and Commissions to help determine skill areas of new members that would benefit the Board as a whole. The tool was reviewed by the Governance and Nominating Committee who noted that the evaluation also helps to identify areas of professional development that the Board could benefit from. It was noted that this year’s self-evaluation will be available for completion via Diligent.

7. MOVE TO CLOSED SESSION

Motion: Moved and seconded (B. MacKalski/E. Bach)

BE IT RESOLVED THAT the meeting move to Closed Session.

CARRIED

8. Raise Motion(s) from Closed Session

The following motions were raised from Closed Session:

BE IT RESOLVED THAT the Board of Governors approve the renewal of Dr. Bernadette Ardelli, as Dean of Science, for a five-year term, effective January 1, 2024.

9. ADJOURNMENT

Motion: Moved and seconded (K. Bayes-McDonald/K. Sumner)

BE IT RESOLVED THAT the meeting adjourn at 12:27 p.m.

CARRIED

Chair, Board of Governors

Board Secretariat