

**CONFIDENTIAL**

**MINUTES OF THE UNIVERSITY OF LETHBRIDGE BOARD OF GOVERNORS**  
**OPEN SESSION HELD ON TUESDAY, DECEMBER 17, 2002 AT 1:30**  
**IN THE BOARD ROOM (W646)**

Present: Terry Royer (Chair), Linda Anderson, Bill Cade, Geoff Cox, Gordon Dixon, Jim Horsman, Kevin Keith, Dawna Coslovi, Jill Kotkas, Guy McNab, Robert Turner, Hadi Kharaghani, Raina Jogia, Dan Laplante, Lawrence Barany, Aaron Engen, Gord Rosko, Doug Stokes, Melanee Thomas, Dustin Hines, Rita Zaugg (Secretary)

Others: Seamus O'Shea, Vice-President (Academic) and Provost  
Nancy Walker, Vice-President (Finance and Administration)  
Karen Clearwater, Associate Vice-President (Financial Planning)

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**CONSENT AGENDA**

1. **Approval of the December 17, 2002 Agenda**
2. **Approval of the November 21, 2002 Open Session Minutes**

MOTION: opn.2002.12.01

Laplante/Kharaghani

That the Consent Agenda for the December 17, 2002 Board of Governors Open Session be approved.

Motion: Carried

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**3. BOARD CHAIR REMARKS**

**3.1 The 35<sup>th</sup> Anniversary Scholarship Dinner**

The very successful 35<sup>th</sup> Anniversary Scholarship Dinner was held November 21. There were about 190 guests and approximately \$15,000 was raised for scholarships. Terry Royer recognized the difficult task taken on by Myles Bourke and Phil North to organize the evening. Thank you letters have been sent to Myles Bourke and Phil North expressing appreciation and congratulating them for a fantastic job of organizing the event in a short period of time. The primary objective of the dinner was to re-engage past Senators and Board members, and raising funds for scholarships was the secondary objective. It is hoped that this is the first of many future events of this kind. Jim Horsman added his congratulations to the organizers and sponsors of the 35<sup>th</sup> Anniversary Scholarship dinner, commenting that this was a great way to wrap up the year's activities.

#### **4. PRESIDENT'S REPORT**

##### **4.1 Matthew McHugh**

Bill Cade announced that Matthew McHugh, a 4<sup>th</sup> year Canadian Studies student and past Students' Union President at The University of Lethbridge, has won a Rotary International Ambassadorial Scholarship valued at \$40,000. This is the world's largest privately-funded international scholarships program. Matthew was the only student selected from a Rotary district that includes Calgary and southern Alberta. He plans to use this Scholarship to study Political Science in South Africa.

##### **4.2 Gerlinde Metz**

Gerlinde Metz, who is a new Alberta Heritage Foundation for Medical Research (AHFMR) funded Professor in the Neuroscience department, has received word she will be awarded a research grant from the National Institutes of Health (NIH). She is the second professor at the U of L who has been funded through NIH. The University of Lethbridge may be the only undergraduate university of this size to have two NIH funded researchers.

##### **4.3 Athletics Review/ Branding**

An external review of Athletics is being conducted by Doug Geddie of Lindley & Geddie Marketing and Design. This is the same firm who previously reviewed Institutional Advancement, and is reputed to be the leading consultant in this field. Nancy Walker and Bill Cade are reviewing the report and changes may be made in the Athletics department in the new year. Bill Cade explained that branding describes the process of identity setting to ensure the institutional message is consistent and clear. A branding exercise is underway to ensure graphic standards and other images are coherent and focussed. Branding will be the focus of the chairs of governing boards conference in the spring. The athletics review and branding exercise is being paid for from funds available from the elimination of a position in the President's Office.

##### **4.4 Personal Security Policy**

The Board approved Personal Security Policy is in the process of being implemented. A brochure was distributed at the meeting describing this new policy. Lawrence Barany is the Board representative on the President's Advisory Committee on the Personal Security Policy.

##### **4.5 "Moses" Statue**

It was discovered during cleaning that the Moses statue has shifted so it has been braced while an investigation takes place to determine the best way to ensure there is no further movement.

**4.6 Southern Alberta Council on Public Affairs**

The Southern Alberta Council on Public Affairs (SACPA) meeting of December 18 will be dedicated to the 35<sup>th</sup> Anniversary of The University of Lethbridge. SACPA has been supported by the U of L for many years.

**4.7 University of Lethbridge Website**

The design of the University website has been revised and new links added to make information more accessible. Bill Cade explained that the website is a primary way of reaching students and the community.

**4.8 Meeting with Lyle Oberg**

On December 6, Bill Cade and Terry Royer attended a meeting in Calgary of the post-secondary presidents and Board chairs, which was called by the Minister of Learning, Lyle Oberg. The discussion focussed on the roles and responsibilities of the Colleges and Universities within the post-secondary system.

**4.9 Next Board Meeting**

The next Board meeting will be held February 13, and will be followed by a celebration of the accomplishments of Jim Horsman as he ends his term as Chancellor.

**4.10 Art Brochure**

An art collection brochure was distributed at the meeting. The intention of the brochure is to inform people about the remarkable art collection, as the University begins a campaign to fund an art gallery. The brochure was produced by Institutional Advancement and Art Gallery staff.

**4.11 Letter to Murray Smith, Minister of Energy**

A letter from Mayor Tarleck to Murray Smith, Minister of Energy, was distributed and is filed with these minutes. Mayor Tarleck was responding to an article in the Calgary Herald which quoted Mr. Smith referring to research roles for the U of A and U of C with regard to the creation of an Alberta Global Warming Action plan. Mayor Tarleck asked the Minister to consider a role for The University of Lethbridge.

**5. ITEMS FOR ACTION**

**5.1 2003-2004 Fees and Rates**

MOTION: opn.2002.12.02

Cade/Laplante

That the University of Lethbridge 2003-04 Proposed Fees and Rates be approved as distributed.

Motion: Carried

Opposed: Dustin Hines, Raina Jogia, Melanee Thomas

Karen Clearwater reported that the recommendation is to increase instructional fees to the maximum level allowed in order to balance the budget. She explained that, due to the legislated fee cap, this is the first time in three years that the University has been able to implement an increase in instructional fees. Over that period budget reductions were more than \$1.5 million per year. The tuition increase will provide an additional \$1.75 million in revenue and allow a balanced budget for the first time since 1991-92. Currently, revenue from tuition is 27.2 % of net operating expenditures and it is predicted tuition revenue will be 29.8 % of net operating expenditures with the increase. Karen Clearwater explained that the full allowable increases are being recommended at this time since if the U of L reaches the 30% fee cap again next year, a tuition fee increase will not be possible. Alberta Learning is recommending a raise of fees now before the maximum allowable is reached again. It was pointed out that even with the proposed instructional fee increase, the tuition fees at the University of Lethbridge will still be below the tuition fees charged at the University of Calgary and University of Alberta. Although the fees at the two other universities have not been finalized for next year, both have indicated they expect to increase their tuition fees to the full allowable amount. It was explained that, while the tuition fee increase is regrettable, it is necessary. Differential fees are not being recommended at this time for The University of Lethbridge.

A 20% fee increase for a graduate term in the Faculty of Education is also proposed. The increase is necessary in order to recover costs in this program which has only 40 to 50 out of the approximately 200 students funded through Alberta Learning. The remaining students must be funded through fees. Undergraduate fees and grants are now being used to fund the graduate program. To mitigate the impact of a 20% increase, bursaries will be provided, which will even out the fees over a two year period.

An adjustment from the initial proposal has been made for the Intramural fee. The fee increase will be enforced over two years rather than the full increase in the first year. This increase is necessary due to the cost of rental space to operate the floor hockey program off campus and increased demand in other intramural sports. Karen Clearwater noted that the Intramural program is run as a cost-recovery operation.

All other fee increases range between 3-5% and cover cost increases in labour and material and service fees and are required to balance budget.

Nancy Walker spoke about the consultation process and apologized to students for any misunderstanding they have had, and commended them for their very professional behaviour in the meetings. Melanee Thomas expressed appreciation for the fee consultation meeting with administration. She noted that it was a very positive meeting. The Students' Union is, however, concerned with students' ability to pay increased tuition fees and other charges. Melanee Thomas expressed how these increases put a strain on the student loan program. She reported that the Council of Alberta University Students (CAUS) made a presentation to the Standing Policy Committee on Learning and Employment (SPC) and advocated for an increase to the base operating grants for universities. Jim Horsman added that there has not been a great deal of feedback regarding the CAUS presentation to the Student Finance Board although, the Chair commented it was the most depressing report heard from CAUS so far. Melanee Thomas indicated to SPC she was aware that an increase to the base operating grants could lead to tuition increases. She understands the position that the universities are in due to budgets, but also recognizes the concerns from students on the ability to pay for their education if fees should continue to increase. The Students' Union cannot support the proposed tuition increase and will continue to do what they can at the provincial level.

#### **5.1.1 Correspondence re Student Consultation**

Received as information.

#### **5.2 Lethbridge Public Interest Research Group (LPIRG)**

Jeremiah Drummond, Erica Jeffrey, and Katie Ferguson provided a presentation regarding LPIRG. In March of 2001 a referendum was held to determine if there was sufficient interest from the students to create a public interest research group. The majority of students who voted were in favour of a \$5.00 per semester levy to fund the public interest research group. Any student can propose a topic for research to the LPIRG Board and if approved by that Board, there is the potential for the student to do an independent study, funded by the LPIRG fee. In order to keep interest and fairness in this organization the Board would change each year in an effort to bring together diverse disciplines.

LPIRG has yet to establish liability protection and how the fee is to be collected. The organizing group have spoken with Anita Ryder, manager of internal audit and risk services, and received a list of items to address, such as insurance, indemnity agreement, and the ethical conduct of research. A quote for \$3-\$5 million of insurance has been received. The students indicated that if the U of L requires an indemnity form, then it should be prepared by the U of L. LPIRG will follow the Research Services Policy for ethical research. A Faculty Advisory Council has been established, including several professors, which will meet twice a year, once to review and approve the research projects for funding, and a second time to review the progress of the projects. They hope to open positions on the council for a Board of Governors member, or legal help in order to keep everyone that is involved informed on the issues being researched. Erica Jeffrey indicated that the opt-out provision would hold LPIRG accountable. The terms of the

opt-out will be detailed in the constitution which has yet to be finalized. She noted that, if student interest warrants, another referendum could be held to discontinue the fee.

Bill Cade congratulated the students for persevering towards their goal of establishing LPIRG and respectfully advised against having a Board of Governors member on the LPIRG Board. He pointed out that the motion brought to the Board today is a different motion from what was first suggested. The initially suggested motion was to collect the fee and give it directly to LPIRG. Subsequent legal advice was that the Board should not collect the LPIRG fee. He explained that The University of Lethbridge operates under the Universities Act and the legal opinion is that if the University collects the fee on behalf of LPIRG, it is judging the fee to be "necessary". Bill Cade expressed strong reservations about the Board collecting fees and giving them to a separate entity. The current motion is that the fee be included as part of the Students' Union fee. He explained that the referendum was held under Students' Union rules and the results are not binding on the Board of Governors. Bill Cade noted that LPIRG may be quite different from public interest research groups on other campuses, but cautioned that these groups generally become action groups and not academic research groups. Jeremiah Drummond indicated that the current organizing group does not want this to happen and they would like to have a clause included in the constitution that directs that the money is to be used primarily for research and for sharing of research results.

Melanee Thomas explained that when students voted it was with the understanding that LPIRG would be an autonomous organization. She remarked that the Students' Union is not in favour of the proposed collection process, stating it violates the independence of LPIRG. She also felt there was some doubt on whether the Students' Union is allowed to self tax.

Terry Royer recognized that this is not a simple matter. While the Board is supportive of student initiatives, the Board cannot be bound to institute the results of a referendum if it is contrary to maintaining fiduciary responsibility.

Dustin Hines noted that graduate students have faculty advisors available to them daily to assist with research matters. He asked what the parallel would be with LPIRG research. Erika Jeffery indicated that by having diverse faculty involved there will always be someone able to help the students with their research. The Advisory Council will meet twice each year, but it will be the responsibility of individual students to contact advisors when they are needed.

It was confirmed that the request to increase the Students' Union fee must be received no later than January 15, in order to accommodate Calendar production requirements.

MOTION: opn.2002.12.03

Cade/McNab

That the Board of Governors increase the Students' Union fee in order to support LPIRG, provided that the Students' Union requests the increase in their fee by January 15, 2003, by way of a letter to the Board Chairman.

Motion: Carried

### **5.3 2001-2002 Annual Report**

MOTION: opn.2002.12.04

Cade/Dixon

That the Board of Governors approve the 2001-2002 Annual Report to Alberta Learning.

Motion: Carried

Nancy Walker informed the Board that the Annual Report is due at Alberta Learning by January 31. It was noted that the Faculty Attraction and Retention heading on page 8 of the document, should be changed to Faculty and Staff Attraction and Retention.

### **5.4 Universities Academic Pension Plan (UAPP)**

MOTION: opn.2002.12.05

Keith/Horsman

That Nancy Walker be appointed as the Board of Governors representative on the Universities Academic Pension Plan Board of Trustees.

Motion: Carried

It was explained that Auke Elzinga's term at the Board of Governors representative on the Universities Academic Pension Plan (UAPP) Board of Trustees ends this month. Bill Cade reported the UAPP could have an actuarial shortfall due to the downturn in the markets and it is critical that the Board be fully informed of activity with the pension plan.

### **5.5 President's Advisory Committee on Personal Security Policy**

MOTION: opn.2002.12.06

Barany/Thomas

That the Board of Governors recommend to the President's Advisory Committee on Personal Security that the Board appointment to that Committee be for a two-year term, at the pleasure of the Board.

Motion: Carried

It was explained that the intent is to stagger the term of appointees to the Advisory Committee. Bill Cade reported he expects the committee to continue as long as the policy is in force.

## **6. VICE-PRESIDENT (ACADEMIC) REPORT**

### **6.1 Universidad Autónoma de Baja California Sur (UABCS)**

Terry Royer and Séamus O'Shea recently visited La Paz, Mexico and spent time at the Universidad Autónoma de Baja California Sur (UABCS) where they looked into a potential exchange both at undergraduate and faculty levels. It will be recommended to the Deans that a relationship be pursued in those areas that harmonize with the U of L.

## **7. VICE-PRESIDENT (FINANCE & ADMINISTRATION) REPORT**

### **7.1 Strategic Planning**

Nancy Walker noted that the Strategic Planning Committee met this morning to review comments received on the Strategic Plan. A draft document will be prepared for the January GFC meeting and then brought to the Board in February for approval. Nancy Walker thanked everyone for the input.

### **7.2 Budget Process**

The budget process is underway and there were two full days of excellent presentations last week. At the President's suggestion, Deans and Directors were invited to listen to all the presentations to make it a more open and transparent process. The budget comes to the Board in March for approval.

### **7.3 Board Member Remuneration**

Nancy Walker explained that Section 15(9) of the Universities Act states that a Board member may be paid remuneration for the performance of their duties as members of the Board. It has been the decision of the Board that remuneration not be paid to Board

members. Board members must, however, be paid travelling and living expenses while absent from their ordinary places of residence in the course of their duties as members of the Board. Board members were informed that expense claim forms are available from the Board Secretary. Board members choosing to donate their reimbursement back to the University would receive a charitable donations receipt.

## **8. COMMITTEE REPORTS**

There were no Committee reports to the Open session.

## **9. CHANCELLOR'S REPORT**

### **9.1 Water Institute for Semi-arid Ecosystems (WISE)**

Jim Horsman, along with Dennis Fitzpatrick, attended the Western Economic Diversification meeting in Edmonton last Wednesday. Jim Horsman made a presentation regarding potential support for WISE. There was some receptivity on the part of the Deputy Minister and hope that there may be some support. Jim Horsman stressed that this is an area that needs intense attention to move it forward.

### **9.2 Building Bridges**

The Building Bridges event took place in Calgary on December 4. Jim and Betty Horsman attended the event and found it to be very insightful, and were impressed with the concept of reaching out to Calgary.

### **9.3 Kyoto Protocol**

Jim recently came to Lethbridge to speak to the Rotary Club about the Kyoto Protocol. He was pleased to see the number of University people represented.

### **9.4 Senate**

The December 7 Senate meeting was well attended by University of Lethbridge faculty and many other participants. The theme for the day was Native American Studies and relationships with the aboriginal community in Southern Alberta. This was a well presented program prepared by Maureen Schwartz.

### **9.5 Honorary Degree & Chancellor's Selection**

The Honorary Degree and Chancellor's selection is underway and will be finalized at the Senate meeting in February.

### **9.6 Chancellor's Farewell**

Terry Royer added that there is only one remaining Board meeting for Jim Horsman as Chancellor, and that he is looking forward to the Chancellor's Farewell Celebration in February.

**10. STUDENTS' UNION REPORT**

Melanee Thomas reported that today is the last day of final exams for all students. The first day of classes for the Winter semester begins January 6, 2003.

Melanee Thomas remarked she had a wonderful time at the 35<sup>th</sup> Anniversary Scholarship Dinner. She sat with former U of L President Sam Smith and a former Chancellor.

Melanee Thomas attended the Budget presentations and found it to be very enlightening.

Macleans magazine is currently preparing their Spring issue, and judging from what Melanee Thomas has seen, she feels it will be more about the quality of life on campus as seen through student interviews.

**11. ALUMNI REPORT**

Jill Kotkas extended an invitation to all the Board members to attend the Alumni Association Christmas social at Streetside restaurant from 6:30-8:30, December 18.

The Alumni Association is currently looking for people to serve on their Council and will be meeting with potential candidates in the near future.

**12. ADJOURNMENT**

MOTION: opn.2002.12.07

Turner/Horsman

That the Open Session of the December 17, 2002 meeting of the Board of Governors be adjourned.

Motion: Carried