



## BOARD OF GOVERNORS – OPEN SESSION

### Approved Minutes

**Thursday, June 13, 2013**

**1:30 p.m. Calgary Campus at Bow Valley College**

- Present:** G. Jong (Chair), A. Amelinckx, J. Berezan, J. Copeland, R. Corbiere, P. Forrest, M. Gray, C. Hollingsworth, B. Kunz, K. Lewis, M. Mahon, D. McArthur, S. McClellan, F. Naeem, K. Nugent, R. Scrimshaw, M. Smith, S. Talbot, T. Waters, K. Willms
- Regrets:** E. Karbashewski
- Other:** J. Black (recording secretary), B. Boudreau, L. Corbiere, A. Hakin, C. Horbachewski, N. Walker, D. Weeks, R. Westlund, S. Sproule

Thanks were given to two departing Board members K. Lewis and D. McArthur. They were presented with a gift of appreciation. Binders and pins were presented to the incoming students as they were formally welcomed last meeting.

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### 1. CONSENT AGENDA

#### APPROVAL

- 1.1. Approval of the June 13, 2013 Open Agenda
- 1.2. Approval of the May 16 and June 5, 2013 Open Minutes

MOTION: opn.2013.06.02

Waters/Smith

*That the Board of Governors approve the June 13, 2013 Consent Agenda.*

Motion: Carried

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### 2. BOARD CHAIR REMARKS

G. Jong reported on:

- Alumni Honour Society Event and Ring Ceremony – They were both wonderful events. Congratulations were given to Board member D. McArthur who was inducted into the Alumni Honour Society and who did the voice over for the new convocation video.
- Convocation – There were four great ceremonies and he thanked those who could attend and be on the platform. He also attended a wonderful event put on by B. Turner, former Board Chair after receiving his honorary degree at Friday afternoons ceremony.

- Board Member Orientation – One was held last week with M. Mahon, J. Black and himself and he heard it was a good one.
- Yesterday he had lunch with the President and Board Chair of Lethbridge College as it is good to keep communication open.

### 3. **PRESIDENT'S REPORT**

M. Mahon reported on:

- Flood of the Century – Last week the university experienced a major flood. It was reported that the senior team and employees responded with amazing commitment and energy. The first night many came back and spent the night to ensure an immediate and aggressive response. There are still some challenges in the Library we were able to save the art collection and most of the vital parts of the building. There is significant damage to drywall and carpets. We are moving books from 9<sup>th</sup> floor to 10<sup>th</sup> floor and the loading capacity enables us to do this. Much work still needs to be done. Only one day of classes was cancelled equalling 18 courses in total being effected. The water filled the entire tunnel. A thank you BBQ for the staff involved is being held next Thursday and G. Jong will also be in attendance.
- Retirees luncheon, Long Service Awards where we recognized an individual for 45 years of service, the official opening of our Calgary Campus here at Bow Valley College, the CASA opening in downtown Lethbridge the new home of our music conservatory and the 1<sup>st</sup> ever alumni and friends reception in Standoff were all some successful recent events the President attended.
- Canada Wide Science Fair – This was recently held at the University of Lethbridge and was an outstanding event with great visibility for us among the brightest minds in Canada. This again was a huge university undertaking as 18,000 meals alone were served in the Atrium with our new caterer. We received a good food review on this as well.
- Convocation – We had 108 graduates from Calgary, 70 from Edmonton, 1260 from Lethbridge with a total of 1438.
- MOU – The memorandum of understanding now does not need to be signed until October 31. This allows our draft to be taken through the various governance bodies before coming to the October Board meeting.
- Mexico Canada Roundtable – We will be hosting this next week at the University of Lethbridge. Shawn Atleo, National Chief of the Assembly of First Nations in Canada will be in attendance. This is a great opportunity to look at our priorities around First Nations' Metis and Inuit (FNMI) and the Canadian perspective.
- Questions arose on the insurance for the flood and there are two insurance policies and project insurance as well. We do not yet know the final cost. A comment also arose on the recruitment possibilities from the Canada Wide Science Fair.

### 4. **CHANCELLOR'S REPORT**

S. McClellan thanked the two retiring board members as well, and commented on the great exposure our institution received on the Science Fair.

Convocation and the Chancellor's Dinner were all amazing events. The dinner recognized the UofL Volunteer Award recipients as well as the student and faculty award winners.

Special recognition was also given to the student band that performed at the dinner that evening.

There is an upcoming dinner to recognize the retirees and new Senate members. It is a great opportunity to recognize those who put in time and to welcome new ones.

She attended the UofA convocation on Tuesday and heard great things of M. Mahon.

## 5. ITEMS FOR APPROVAL

### 5.1. Surveillance of Public Areas Policy - Revisions

MOTION: opn.2013.06.03

Mahon/Kunz

*That the Board of Governors approve the updates to the Surveillance of Public Areas Policy, effective immediately.*

Motion: Carried

N. Walker commented that it is a basic revision of the policy. It went through GFC for information.

### 5.2. Managing Unacceptable Behaviour Policy - Revisions

MOTION: opn.2013.06.04

Mahon/McArthur

*That the Board of Governors approve the updates to the Managing Unacceptable Behaviour by External Users of University Facilities Policy, effective immediately.*

Motion: Carried

A question arose on the first occurrence could be 7 day suspension, but what if there are repeat offenders? It was noted that Security Services makes a recommendation and we do ban some individuals from campus.

### 5.3. Impartiality & Facility Utilization Policy - Revisions

MOTION: opn.2013.06.05

Mahon/Waters

*That the Board of Governors approve the updates to the Impartiality and University Facility Utilization Policy, effective immediately. With amendments to 2.2 noted below.*

Motion: Carried

A question arose on 2.2 political use wording about all registered political parties. Whose responsibility is it to invite the organizers or the university? It was noted that the organizers should be inviting them. Discussion on civic elections should we add all candidates should be invited? It was also noted that this is difficult to enforce. It was suggested to change “should” to “shall be invited by the organizers”, and then it is the university’s expectation that other registered parties/candidates would be invited. The purpose is to ensure the university is non-partisan and there are many requests received to campaign on campus so a policy is needed.

#### 5.4.Hospitality Expense Policy - Revisions

MOTION: opn.2013.06.06

Berezan/McArthur

*That the Board of Governors approve the updates to the Hospitality Expense Policy, effective immediately.*

Motion: Carried

J. Berezan indicated that these guidelines were changed so this makes it easier on administering as there are exceptions to the policy made. Discussion occurred on Governments engaging differently than us. It was noted that within the alcohol policy we must have servers trained and there are guidelines around serving alcohol. We as responsible leaders need to engage in a way that is safe.

#### 5.5. Executive Committee Terms of Reference - Revisions

MOTION: opn.2013.06.07

Nugent/Smith

*That the Board of Governors approve the revised Executive Committee Terms of Reference, effective immediately.*

Motion: Carried

K. Nugent indicated the substantive item is to formalize a process if a final appeal process came to the Board of Governors. S. Sproule indicated that it was prudent to have this covered that the Executive Committee would act of behalf of the Board of Governors.

#### 5.6. 2012-2013 Annual Report

MOTION: opn.2013.06.08

Berezan/McArthur

*That the Board of Governors approve the 2012-13 Annual Report.*

Motion: Carried

N. Walker indicated that it is a requirement from the government and it reports on what we have done over the past year. The Office of the Auditor General (OAG) goes through this after we approve it.

## **6. ITEMS FOR INFORMATION**

### **6.1 Board 2013-2015 Meeting Schedule**

G. Jong indicated that this is now completed on a two-year schedule to give enough lead time to ensure members can attend. The number of meeting was changed from 7 to 6. It was noted that a special board meeting may arise in November due to the Destination Project plan.

### **6.2 2012-2013 Financial Statements (Approved)**

J. Berezan indicated it is overwhelming in the amount of hours that go into preparing the working papers for this. There were staffing changes in PricewaterhouseCoopers (PwC) and the PSAS transition all put undue stress on our team. It is a remarkable job that we again have no recommendation from the OAG except a system wide recommendation.

N. Walker provided a thorough power point presentation on the highlights of the financial statements that were approved via email last week.

## **7. REPORTS**

### **7.1. Provost & Vice-President (Academic)**

A. Hakin indicated there was nothing to add to his report. A question and discussion occurred on the Prentice Institute's successes and struggles in relation to donor gifts.

### **7.2. Vice-President (Advancement)**

C. Horbachewski had nothing further to add from his written report.

### **7.3. Vice-President (Finance & Administration)**

N. Walker highlighted that the facility usage report is included and she emphasized the importance of having community use of our buildings.

### **7.4. Vice-President (Research)**

D. Weeks had nothing further to add from his written report.

### **7.5 Board Member Reports**

S. Talbot, SU President, reported that they are planning for Fresh Fest and are revamping their sponsorship package. They will be hosting a conference at the end of the month and forty people are registered to speak on federal advocacy.

