



BOARD OF GOVERNORS – OPEN SESSION

Approved Minutes

Thursday, October 11, 2012

1:30 p.m. in W646

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

Prior to the start of the Open Session meeting Vice Chair of the Board of Governors, Janice Varzari introduced the new Chairman of the Board of Governors, Gord Jong, C.A.

Gord Jong then introduced a guest Andrea Amelincx who is to be appointed as our next ULFA representative.

1. CONSENT AGENDA

APPROVAL

1.1. Approval of the October 11, 2012 Open Agenda

1.2. Approval of the June 14, 2012 Open Minutes

INFORMATION

1.3. Provost & Vice-President (Academic)

1.4. Vice-President (Advancement)

1.5. Vice-President (Finance & Administration)

1.6. Vice-President (Research)

MOTION: opn.2012.10.01

Waters/McArthur

That the Board of Governors approve the October 11, 2012 Consent Agenda. An amendment will be made to the minutes 5.4 to indicate who the seconder was.

Motion: Carried

2. BOARD CHAIR REMARKS

G. Jong indicated that he is honoured to be here around the board room table once again. He emphasised that the science building remains our number one priority and if members have any comments about the format of the meeting please pass them along. He will be

contacting the chairs of the committees via phone to discuss changes and vacancies that are currently on any committees. He indicated that he looks forward to working again with everyone and he thanked B. Turner, the outgoing chair for his leadership over the past six years.

Additionally to note is that the February Board of Governors meeting will be changed to Thursday, January 24th and the committee meetings then be held on Tuesday, January 15th this will accommodate the budget approval process for this year.

3. PRESIDENT'S REPORT

M. Mahon reported on the following activities:

- Enterprise and Advanced Education - B. Turner and M. Mahon met with Minister Khan in late August, and this was a positive meeting to discuss our priorities. There have also been meetings with the new Deputy Minister and Assistant Deputy Minister as we are still developing relationships with the new faces in the ministry, especially learning more about the changes with the addition of Enterprise as part of that portfolio. The minister will be on campus next Monday for the first time and we will continue to emphasize the need for the science building.
- Science Building – Had B. Pastoor, MLA Lethbridge East tour through our Science labs. There was a meeting with Doug Horner, President of Treasury Board and Minister of Finance while he was in Lethbridge about funding infrastructure in different ways and the next day in the Lethbridge Herald he spoke about this and mentioned our science building. There also was a meeting with Dave Hancock, Minister of Human Services and we reemphasized our needs to him. M. Mahon also met with the head of the Calgary Caucus, Sandra Jansen and R. Westlund is working on setting up a presentation to that caucus on the importance of our science building.
- President's Executive Retreat - focused on the science building as well as budget management and budget transition plans. They also looked at how we move forward on the comprehensive capital campaign, and this will be brought back to the Board for an update.
- Enrolment - 1.4% reduction overall in enrolment so it is slightly down. Of that 50% is within our graduate enrolment and 50% in undergraduate enrolment. Within the undergraduate enrolment it is primarily within our Edmonton numbers as well as continual challenges in our management program. The graduate numbers were influenced greatly by one cohort change by how it came through differently than it normally would have. There has been an increase in applications in certain programs so work is needed on transitioning the applicant into enrolments and the online application system will assist greatly here. Enrolment is a primary focus for us right now.
- Alberta Agricultural Hall of Fame - Tom Droog, former Honorary Degree Recipient and donor to Health Sciences, was recently inducted into the Alberta Agricultural Hall of Fame. The UofL was well represented at the Ceremony in Edmonton with S. McClellan, Maureen and Mike Mahon in attendance.
- Edmonton Campus Open House – September 20th at Concordia University in Edmonton our Open House was held to celebrate our Edmonton Campus move to their facility. The Deputy Minister and Assistant Deputy Minister from Enterprise and Advanced Education attended as well as the Senior Administration at Concordia. It was a great

- celebration, we received some wonderful press coverage, and a student of ours spoke on the increased accessibility to student services that they will receive in the new facility.
- Farewell to B. Turner outgoing Board Chair- Another great event was held in Edmonton the evening of the open house.
 - Supporting our Students (SOS) Campaign Launch – was recently held on the patio. A thank you was given to the group who continue to engage in this campaign as this demonstrates that our own faculty and staff are committed to the UofL.
 - 2nd Annual Fiat Lux Address – Thank you was given to the Provost & Vice-President (Academic) for giving the 2nd annual address on Liberal Education. This was a great start to the strategic planning process discussions. As on September 24th the Strategic Planning Committee had a meeting to discuss the consultation process.
 - The 45th Anniversary Homecoming is this weekend. There will be many terrific events over the next few days to help celebrate this milestone.
 - Team Lethbridge Event – Schedules for meetings in Edmonton so the Lethbridge community businesses can educate others about our city.
 - Questions arose on enrolment. The residence facilities will be a draw for students and overall we are at the third highest level of enrolment ever, but we constantly need to be monitoring the numbers. Retention numbers have improved this year, but Edmonton has dropped due to competitiveness and our facilities there being a detriment to us. Student feedback so far on the move has been very positive.

4. CHANCELLOR'S REPORT

S. McClellan reported that the Edmonton Campus Open House at Concordia was a wonderful day and the student who spoke from the UofL was very touching as he thanked us for giving them a campus as that is what they really missed.

The B. Turner send-off event that same evening was nicely done and P. Forrest spoke well on behalf of the Board of Governors that evening.

She attended the Peter Lougheed Public Policy Awards where Indira Samarasekera, Jim Palmer, Nancy Southern and Don Martin were recognized.

The Alberta Agricultural Hall of Fame also another good evening to be at for the strong recognition that the University of Lethbridge received through Tom Droog's mention of his involvement in supporting alternative health research at our institution.

Convocation is this Saturday, and 330 graduands have indicated their attendance. They will be awarding a honorary degree to former president, Bill Cade. At the ceremony will also be an unveiling of the Coat of Arms and on Sunday, due to the homecoming weekend there will be a great roaring 50's fashion show and brunch where M. Mahon and his wife will be modelling.

She will be attending a dinner with the deputy minister's in a few weeks around water and it is to be held in the UofA's new science building, so this would be another opportunity to emphasize the need for our science building.

5. ITEMS FOR ACTION

5.1. Approval of 2013-14 Proposed Fees and Rates

MOTION: opn.2012.10.02

Berezan/McArthur

That the Board of Governors approve the proposed fees and rates for 2013-14, with the fees and rates for 2014-15 to 2015-16 approved in principle.

Motion: Carried
3 Opposed (A. Esher, Z. Moline, M. Wang)

MOTION TO AMEND: opn.2012.10.03

Moline/Escher

That the Board of Governors remove the increase for the student services fee.

Motion: Defeated

J. Berezan indicated that this is recommended by the Finance Committee. Some rates are dictated by the government and most are 5% or less, and a few are higher. Ideally it would be nice to not increase fees, but as the government is cutting back our budget and to maintain the same level of service we need to increase fees unless we look toward decreasing the quality of our education.

Marnie Sawa, Manager of Budget and Planning provided a power point presentation on the 2013-14 Proposed Fees and Rates. The timeline, changes to instructional fees, student administrative fee, student copyright access fee, general fee increases, new fees, budget assumptions, operating revenue and fee revenue, tuition policy, comparison of tuition fees and fees per course, allocation of fees, visa student differential, program specific fees, non-credit fees, coop athletic and parking and housing fees were explained. The slides were enclosed for everyone's reference.

A question regarding the amount of the student fee percentage to the total cost of the service provided and it was explained that some money came from the Recruitment and Retention project as well and the fee covers Counselling, Disabilities, tutoring and things such as the 24 hour study centre. So it was clarified that the money the fee brings in covers only a portion of what the service costs. A further question was submitted from a board member inquiring why some increases are tied to Consumer Price Index (CPI) and some are not tied to any particular metric so how are some choses. It was indicated that some are cost recovery, and some are tied to labour, for example sport and recreations fees cover salaries and those are tried to be kept at 5% and others are kept at the 2% or whatever the CPI is.

The motion to amend was moved by the students as a result of not having clarity on the student services fee that is being presented. Z. Moline indicated that administration met with the students about the fees and they agreed upon the majority of them; however, they

are concerned about the student administration fee. They would like to see that any mandatory fee that increases above inflation needs to indicate the direct value to the students or be approved by the students. It is felt by them that student services is an umbrella term that could leave to larger increases to allow the university to cover funding gaps in the university through the students.

Discussion occurred around the percentage increases that have occurred within the student services fee (20% this year), and the services like the tutoring coordinating and learning strategist position this fee is intended to cover. The students felt the services are beneficial, but there is not a clear line on what services are provided in tuition as opposed to what is within the student services fee, and this opens up the possibility of charging more services within this fee in the future. Significant discussion also occurred around the fees the UofA and UofC have chosen and the UofL is still significantly lower than them. The UofL is aware that Enterprise and Advanced Education was looking at legislating these non-instructional fee increases, and as an institution we have not implemented large increases like the UofA or UofC.

Discussion occurred around what a consultative process is supposed to look like through a due diligence perspective. It was indicated that consultation does not equate to requiring approval to move forward. The university does unfortunately need to look at ways of balancing the budget. There is a lot of work that goes into trying to work on the fees with the students and the UofL has maintained a long standing commitment to our students so we can create access, but we need to ensure we are maintaining quality as well. The students indicated that they like the consultation but it is not enough. At a subsequent meeting consultation will be further explored. Thanks to N. Walker and her team on this. Z. Moline indicated that the institution needs to look at ways to lobby harder to the government in terms of our funding as students are the easiest way to get these increases instead of looking at efficiencies and other sources.

5.2. Approval and Signing Authorization Policy Update

MOTION: opn.2012.10.04

Berezan/McArthur

That the Board of Governors approve the changes to the Approval and Signing Authorization Policy, effective immediately.

Motion: Carried

J. Berezan indicated that this was recommended by the Finance Committee. An amendment was made for improved control and this has the chair of the Audit Committee approving the Board Chair's expenses instead of the President. The second change was on the approval limits and signing authorizations for non-capital consultants. Non-capital consultants are considered as any other good or service so the limit will no longer delay our processes. A question arose on a topic to be covered in the Closed Session.

5.3. Communicable Disease/Pandemic New Policy

MOTION: opn.2012.10.05

Varzari/Escher

That the Board of Governors approves the Communicable Disease/Pandemic Policy, effective immediately.

Motion: Carried

J. Varzari indicated that this was recommended by the Executive Committee. This is aligned with the Emergency Response Plan and is guided by the Health Act and Freedom of Information and Protection of Privacy Act (FOIP).

5.4. Designation of Senior Administration Policy Update

MOTION: opn.2012.10.06

Varzari/Berezan

That the Board of Governors approves the changes to the Designation of Senior Administration Policy, effective immediately.

Motion: Carried

J. Varzari indicated that this was recommended by the Executive Committee. The Executive Directors are similar to the Associate Deans so this includes them in this designation. A question arose on the name change of the Provost & Vice-President (Academic), and it was clarified that this was approved through the Board in the Spring.

5.5. Review of Senior Administration Policy Update

MOTION: opn.2012.10.07

Varzari/Scrimshaw

That the Board of Governors approves the rescinding of the Review of Senior Academic Administrators Policy, effective immediately.

Motion: Carried

J. Varzari indicated that this was recommended by the Executive Committee. The GFC Bylaws were revised to eliminate senior administration mid-term reviews so this policy is no longer relevant. M. Mahon explained that a review actually happens annually so this was deemed to be inefficient at GFC so it was removed.

5.6.Survey Policy Update

MOTION: opn.2012.10.08

Varzari/Berezan

That the Board of Governors approves the changes to the Survey Policy, effective immediately.

Motion: Carried

J. Varzari indicated that this was recommended by the Executive Committee. This policy coordinates surveys on the campus and these changes are so they are not inundated by survey request and are able to manage the request more efficiently.

5.7.Art Placement Policy Update

MOTION: opn.2012.10.09

Varzari/Forrest

That the Board of Governors approves the changes to the Art Placement Policy, effective immediately.

Motion: Carried

J. Varzari indicated that this was recommended by the Executive Committee. There were two policies and this combines them into one with the intent of having student art placement the priority on campus. A question arose and it was clarified that this does not apply to the Art Gallery.

5.8.The Institute for Child and Youth Studies – Research Institute

MOTION: opn.2012.10.10

Varzari/Willms

That the Board of Governors approves the establishment of The Institute for Child and Youth Studies.

Motion: Carried

J. Varzari indicated that this was recommended by the Executive Committee. J. Varzari indicated that this is an important area and she was pleased to be able to attend the conference that was held on this area two years ago in the spring where the germination of this idea came forth. Numerous individuals and H. MacDonald, our former board member,

have all been doing work in this area. There are a few other research institutes on campus and this provides an opportunity for cross-discipline research. This will have a great impact on the community for non-academics as well. In regards to funding, they will be soliciting grant funding, and a new Canada Research Chair will have resources brought to this to help support the institute. This is research that is taking place already but this allows them to come together.

6. ITEMS FOR INFORMATION

6.1. University of Lethbridge Coat of Arms

P. Forrest indicated that there is a Coat of Arms and the process started four years ago to get it recognized and properly registered. The Advancement Office is working on how to market this and it will be unveiled at Convocation this weekend. As this is a federal process that is already approved we are bringing this forth as information.

7. BOARD MEMBER REPORTS

A. Esher thanked the President M. Mahon for participating in their annual Fresh Fest activities. It was also noted that A. Escher did beat him in the slip and slide event.

J. Black reminded the Board about the Board of Governors Speaker Series event on Thursday, November 15th as we are pleased to have Roberta Jamieson, President and CEO of Indispire doing a dinner presentation that evening.

8. ADJOURNMENT

MOTION: opn.2012.10.11

Berezan/McArthur

That the Board of Governors open session meeting of October 11, 2012 be adjourned.

Motion: Carried