

MINUTES OF THE UNIVERSITY OF LETHBRIDGE BOARD OF GOVERNORS
OPEN SESSION HELD THURSDAY, MAY 21, 2009 AT 10:00 A.M. IN
ROOM 2034, ALBERTA WATER AND ENVIRONMENTAL SCIENCE BUILDING

Present: Robert Turner (Chair), Bill Cade, Richard Davidson, Sheila McHugh, Kevin Nugent, Leah Fowler, Jeremy Girard, Grant Pisko, Jenn Prosser, Kim Kultgen, Evelyn Good Striker, Myles Bourke, Karen Bartsch, Gordon Jong, Doug McArthur, Art Bonertz, Jim Berezan, Richard Querel, Rita Law (Secretary)

Regrets: Dean Setoguchi, Jeremiah Merkl

Others: Nancy Walker, Vice-President (Finance & Administration)
Andrew Hakin, Vice-President (Academic) & Provost
Chris Horbachewski, Vice-President (Advancement)
Richard Westlund, Director of Government Relations
Linda Crump, Recording Secretary

Chair Robert Turner introduced and welcomed: Mr. Richard Querel, President of the Graduate Students Association (GSA) replacing Ms. Shannon Digweed as the GSA nominee to the Board of Governors effective May 1, 2009; Ms. Jenn Prosser, Student elected delegate of the Students' Union who replaced Mr. Jeremy Girard effective May 1, 2009; and Mr. James (Jim) Berezan, the new public member on the Board. They were presented with a briefcase and a Board of Governors pin. President Cade also welcomed the new Board members.

Chair Turner advised that two Board members are leaving the Board and acknowledged their contributions. He presented a gift and thanked Mrs. Sheila McHugh. Chair Turner presented a gift to Mr. Grant Pisko for his significant contribution of six years of service on the Board and as Chair of the Governance Committee. President Cade also thanked the outgoing Board members for their service.

Chair Turner introduced and welcomed Mrs. Linda Crump, Secretary to GFC and Administrative Support to Director of Governance.

1. CONSENT AGENDA

- 1.1 Approval of the May 21, 2009 Open Session Agenda**
- 1.2 Approval of the March 19, 2009 Open Session Minutes**

MOTION: opn.2009.05.01

McArthur/Fowler

That the consent agenda for the May 21, 2009 Open Session of the Board of Governors meeting be approved.

Motion: Carried

2. BOARD CHAIR REMARKS

2.1 Strategic Plan Launch

The Board Chair reported that he attended the Edmonton Strategic Plan launch March 30 along with several Senior Administrators. He mentioned that he was impressed by the questions the guests asked.

2.2 Canada School of Energy and Environment

On April 6, 2009 the Board Chair attended the Canada School of Energy and Environment (CSEE) and will be attending the June 2009 two-day conference in Banff. It is anticipated that many significant players in energy and environment will attend that conference. Bruce Carson, Executive Director of CSEE, has been meeting with leaders in the sector.

2.3 Provincial Budget

On April 7, prior to the Provincial Budget being announced a conference call was held, initiated by the Minister of Advanced Education and Technology. This was an opportunity for the post-secondary institutions to have some insight into what the budget would contain for this sector. The post-secondary institutions will receive a 6% grant increase for 2009-2010. This means that the budget previously passed by the Board will stand. Bob Turner expressed relief at having a year of breathing room but noted next year's grant is expected to be much lower, perhaps even 0% increase. The Chair mentioned that this significant increase in the grant to the post-secondary institutions demonstrates that Advanced Education and Technology is leading the way in the province.

2.4 John Gill Memorial Award

On April 16, 2009 the selection committee met to review the applications of three (3) exceptional students who were nominated for the John Gill Memorial Award. Amanda Miller was selected to receive the award. She was delighted and truly appreciative. Bill Cade added that Ms. Miller was an excellent choice for this award.

2.5 National Association of Board Chairs and Secretaries (NAUBCS)

On April 30, 2009 Board Secretary Rita Law attended a three-day NAUBCS conference. Chair Turner invited Rita Law to give a brief report on the conference.

2.6 Telus World of Science

On May 13, 2009 the Board Chair attended a U of L faculty Lecture at the Telus World of Science in Edmonton. The speaker was Dr. Craig Coburn, an Assistant Professor in Geography, who spoke on Environmental Remote Sensing: Tools

and Challenges. Bob Turner felt that the presentation was very good and well-received with several questions. He expressed some disappointment that the attendance was relatively low. Telus World of Science values the partnership with the U of L but the relationship may need to be refreshed. He pointed out that Telus did not send the invitations out in a timely manner, which could have been a factor in the low attendance.

3. PRESIDENT'S REPORT

3.1 VP Research Appointment – Dr. Daniel Weeks

Dr. Daniel Weeks has been appointed to the position of Vice-President (Research). He will take up the position July 1, 2009.

3.2 Dennis Fitzpatrick Appreciation and Recognition Dinner

A dinner to honour Dr. Dennis Fitzpatrick and express appreciation for his work during his tenure as Vice-President (Research) will be held June 5, 2009. During Dr. Fitzpatrick's ten years in the office, the U of L enjoyed unprecedented growth in research. Board members were encouraged to attend.

3.3 Pronghorn Basketball Coach – Dave Adams

Dave Adams has been hired to coach the Pronghorn men's basketball team. Mr. Adams is an alumnus who formerly played on the men's basketball team.

3.4 Strategic Plan

There was a small reception in the City Hall Atrium to announce the Strategic Plan to the community. On Saturday morning there will be a Strategic Plan display in a downtown Lethbridge mall, which Nancy Walker, Andrew Hakin, and Bill Cade will attend. This will also be a recruitment opportunity.

3.5 Fiat Lux Society

A tea was held for the *Fiat Lux* society, which includes donors, potential donors, and relatives of donors who have recognized the U of L in their estate planning. The President remarked that the event was well attended and the staff did a fine job.

3.6 Construction Projects

The President reported that the artificial turf is now being installed in the new stadium. Markin Hall construction is progressing well and is under budget.

3.7 Convocation

Convocation ceremonies will be held May 28-29, 2009 with more than 1,500 graduands receiving degrees. For the first time the ceremonies will be broadcast on line. The Chancellor's Dinner is May 28 and President Cade hoped to see many Board members there.

3.8 Vanier Scholarship Winner

The President announced that Kristy Kutanzi, a graduate student in Olga Kovalchuk's laboratory, has been named to receive a very prestigious and generous NSERC Vanier Canada Graduate Scholarship.

3.9 U of L Daycare

Groundbreaking for the Daycare was held. The Board was thanked for their ongoing support of the Daycare on campus.

3.10 Long-Service Awards

Andrew Hakin hosted the University's Long Service Awards on May 6, 2009 honouring 83 employees for 10 to 40 years of service as well as 18 retiring employees.

3.11 Condolences - Arthur Erickson

Dr. Arthur Erickson, the architect of University Hall and a U of L Honorary degree recipient, passed away May 20, 2009. Funerals arrangements are pending.

3.12 Herschel and Planck Mission Space Launch – May 14, 2009

Andrew Hakin gave a presentation on the May 14, 2009 launch of the Herschel and Planck spacecraft. The Herschel Space Telescope, the largest space telescope launched to date, will carry important infrared measurement technology designed at the U of L by Physics and Astronomy Professor Dr. David Naylor and his team of undergraduates and graduate students, doctoral candidates and technicians. Dr. Naylor is the Canadian lead investigator for the mission's Spectral and Photometric Imaging Receiver (SPIRE), a joint initiative of the Canadian Space Agency and the European Space Agency. The Herschel mission launch was an outstanding achievement for Dr. Naylor and his research group for their work on SPIRE. Dr. Hakin showed a brief video of the launch and of a group celebrating the launch in Lethbridge. Dr. Naylor joined the celebration by mobile phone live from French Guiana. The U of L logo is on the equipment that went into space. Board member Richard Querel, whose graduate work is in Physics, provided an update.

3.13 Prentice Institute

Dr. Susan McDaniel, the Director of the Prentice Institute, will be introduced to the Board in the Fall.

4. ITEMS FOR ACTION

4.1 Policy – Use of University’s Name & Marks

MOTION: opn.2009.05.02

Cade/Walker

That the Board of Governors rescind the June 19, 1986 Policy – The University of Lethbridge Name and Marks, effective immediately.

That the Board of Governors approve the revised Use of the University’s Name and Marks Identifying the University policy, effective immediately.

Motion: Carried

Nancy Walker stated that this replaces an outdated policy. The revised policy reflects the visual identity guidelines and clearly identifies the proper authorization to be obtained before using the University’s names and marks.

The revised policy has been reviewed and approved by Executive Directors’ and Deans’ Councils.

4.2 Board Committee Chair Terms of Reference

MOTION: opn.2009.05.03

Cade/Jong

That the Board of Governors approve the Board Committee Chair Terms of Reference effective immediately with the small wording change to 3.12 to read: Facilitates effective communication between *the* committee members and Senior Administration, both inside and outside of committee meetings.

That the Board of Governors rescinds the Governance Committee Chair Position Description, effective immediately.

Motion: Carried

Nancy Walker stated that each of the Board of Governors’ Committees has a Chair and it is good governance to have the terms of reference for the Committee Chair to be articulated and approved by the Board. Rather than have different terms of reference for

each individual Board Committee, there is one basic terms of reference for all Board Committee Chairs. Issues specific to a committee can be addressed through an Appendix to the Terms of Reference for that Committee. The Board Committee Chair Terms of Reference will be added to the Governance documents and posted on the web page. It was noted that the Governance Committee approved this document at their May 19, 2009 meeting.

4.3 Audit Committee Terms of Reference

MOTION: opn.2009.05.04

Bourke/Jong

That the Board of Governors approve the revised Audit Committee Terms of Reference effective immediately.

Motion: Carried

Myles Bourke commented that the Audit Committee Terms of Reference were revised to clarify the membership of the committee. The Audit Committee approved the revised terms of reference on March 11, 2009.

4.4 Finance Committee Terms of Reference

MOTION: opn.2009.05.05

Bourke/McArthur

That the Board of Governors approve the revised Finance Committee Terms of Reference effective immediately.

Motion: Carried.

Myles Bourke stated that the Finance Committee Terms of Reference had been revised to add in section 2.1 to allow for the appointment of one additional member who need not be a member of the Board of Governors but who is considered a financial expert. Section 2.3 identifying the criteria that constitutes a financial expert was also added.

4.5 Compensation Committee Terms of Reference

MOTION: opn.2009.05.06

Bourke/Jong

That the Board of Governors approve the revised Compensation Committee Terms of Reference effective immediately.

Motion: Carried

It was pointed out that the revised Compensation Committee Terms of Reference clarify that the approval of compensation includes benefits. Schedule I, Process for Determining the President's Compensation, has been removed and those matters are now addressed in the policy Philosophy to Select, Evaluate and Compensate Senior Administration, which was approved by the Board on March 19, 2009.

The revised Terms of Reference were approved by the Compensation Committee on February 26, 2009.

4.6 Policy – Designation of Employees

MOTION: opn.2009.05.07

Cade/Pisko

That the Board of Governors rescinds the following policies, effective immediately:
Definition of Academic Staff 1968-09-14,
Definition of Visiting Professor 1978-10-26,
Designation of Senior Administration 1990-09-20,
Senior Administrator Designation 2000-09-04.

That the Board of Governors approves the Policy—
Designation of Academic Staff effective
immediately.

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

Motion: Carried

Nancy Walker remarked that the new policy standardizes terminology and ensures consistency with GFC Bylaws and the *Post-secondary Learning Act*.

4.7 Policy – Delegation of Authority, Senior Executives

MOTION: opn.2009.05.08

Cade/Pisko

That the Board of Governors rescinds the
Delegation of Authority, President June 23, 1998
policy and approve the new delegation of Authority
for Senior Executives effective immediately, with
the amendment to 3.1 to read “When Senior
Executives are absent, unable to act, or there is a
vacancy in the office, the following sets out the
order of delegation”.

Motion: Carried

Nancy Walker commented that the new policy includes delegation of authority to Vice-Presidents and also allows for delegation as Senior Administrators see fit. It was felt that, in some cases, it may be appropriate for there to be formal, written delegation.

5. ITEMS FOR INFORMATION

5.1 OAG Report – Investment in ATIC

Nancy Walker referred to the Auditor General report of the University's investment in Iunctus. The report was included in the Auditor General April public report, without Management's comments. Nancy Walker provided Management's comments.

5.2 Board of Governors Conflict of Interest Expectations

Nancy Walker explained that she was asked to review the Board's conflict of interest documents to determine if they were adequate. She reported that she felt the Board's conflict of interest rules are appropriate and consistent with other University Conflict of Interest Policies. Bob Turner remarked that this is an important issue and Board members have been proactive in raising potential conflicts of interest.

5.3 Strategic Planning Committees' Terms of Reference

Nancy Walker and Andrew Hakin developed the terms of reference for the two committees. They felt it was important to have a committee continuing to work on the Strategic Plan and another committee to work on the implementation of the Plan. It was pointed out that these are General Faculties Council (GFC) committees. This information will be posted on the U of L web page.

6. VICE-PRESIDENT (ACADEMIC) REPORT

Andrew Hakin reviewed the report distributed at the meeting and filed with these minutes. In addition to the matters referred to in the report, Andrew Hakin updated the Board of Governors on the impact of the recent outbreak of the H1N1 virus on enrolment. There are no reported cases among University of Lethbridge students or employees. One student at Lethbridge Collegiate Institute has a mild case. However, if Japanese students do not attend the U of L, it would be a \$50,000-\$60,000 loss. As of May 21, 2009, the Hokkai-Gakuen student exchange trip scheduled to depart Lethbridge May 30, 2009 is still proceeding. Risk Management has been involved and are satisfied that all necessary precautions are in place. This is a long-standing relationship of more than twenty-eight years for both faculty and students.

7. VICE-PRESIDENT (FINANCE & ADMINISTRATION) REPORT

Nancy Walker reviewed the report included with the agenda materials and drew particular attention to the article on Jim Steacy.

8. VICE-PRESIDENT (ADVANCEMENT) REPORT

Chris Horbachewski reviewed the report included with the agenda materials. He added that there will be an Alumni and friends reception in Medicine Hat June 3, hosted by Alumnus Blaine Kunz.

8.1 John Gill Memorial Golf Tournament – June 12

Sheila McHugh reported that the John Gill Memorial Golf Tournament is scheduled for June 12. Proceeds go to the Alumni Association student awards. Board members were asked to support the event and invite others to join.

9. CHANCELLOR'S REPORT

The Chancellor's Report, which was included in the agenda materials, was received as information. Chancellor Davidson referred to Convocation as a tribute to the approximately 1,500 graduates and encouraged Board members to attend the May 28 and 29, 2009 ceremonies. There will be two sessions each day. The Chancellor's Dinner is Thursday, May 28.

10. BOARD MEMBER REPORTS

There were no Board member reports.

11. ADJOURNMENT

MOTION: opn.2009.05.09

Pisko/Jong

That the May 21, 2009 Open Session meeting of the University of Lethbridge Board of Governors be adjourned.

Motion: Carried.