

**MINUTES OF THE UNIVERSITY OF LETHBRIDGE BOARD OF GOVERNORS**  
**OPEN SESSION HELD**  
**THURSDAY, DECEMBER 13, 2001 AT 1:30 P.M. IN**  
**THE BOARD ROOM (W646)**

Present: Terry Royer (Chair), Linda Anderson, Lawrence Barany, Bill Cade, Dawna Coslovi, Geoff Cox, Aaron Engen, Gordon Dixon, John Gray, Jim Horsman, Kevin Keith, Jill Kotkas, Dan Laplante, Matthew McHugh, Brad McKenzie, Gord Rosko, Quintin Steynen, Doug Stokes, Don Young, Rita Zaugg (secretary), Val Hill (secretary)

Regrets: Ian Wishaw

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

---

**CONSENT AGENDA**

1. **Approval of the December 13, 2001 Agenda**
2. **Approval of the November 15, 2001 Open Session Minutes**

MOTION: opn.2001.12.01

Kotkas/Steynen

That the consent agenda for the December 13, 2001 open session of the Board of Governors be approved.

Motion: Carried

---

3. **BOARD CHAIR REMARKS**

3.1 **Russell Goodman**

Terry Royer introduced and congratulated Russell Goodman, a fourth year Biochemistry student, who is Alberta's only recipient of the Rhodes Scholarship award for 2001. Russell Goodman was also the Canadian co-op student of the year. He presented Russell with a U of L pin and asked him to wear it proudly and remember his days at the University of Lethbridge. Bill Cade added that the Rhodes Scholarship is one of the most prestigious awards.

3.2 **New Board Members**

Gord Rosko and Mike Crowe were welcomed as new members of the Board. Gord Rosko is a public appointee who brings an extensive understanding of the political scene. Mike Crowe is the new representative of the Graduate Students' Association. He will replace Quintin Steynen. The two new appointees were presented with a U of L pin.

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

Bill Cade wished everyone Seasons Greetings on behalf of the University and Administration and reminded the Board of the invitation to join him and Elsa at their home later for the annual Board Christmas Dinner. The Board was also invited to the University Christmas reception the afternoon of December 14.

##### **4.1 New Family Additions**

Bill Cade congratulated Rita Zaugg on becoming a new grandmother to baby Madilyn. Also mentioned was Barb Erler, from the Vice-President (Finance and Administration) office who recently gave birth to baby Lauren.

##### **4.2 Alberta Learning Meetings**

Bill Cade reported that Don Ford, Deputy Minister of Learning has resigned. In a recent visit to campus by Mr. Ford, it was clear he was very knowledgeable about the University of Lethbridge. Mr. Ford was aware of the impact of the tuition cap on the U of L and that the tuition was lower at the U of L than at U of A and U of C. Mr. Ford confirmed there will be no Access money, capital money or energy supplement in 2002. Steve McDonald, Robert E. Lee and Greg Banfield, from Alberta Learning, also visited and are aware of the issues facing the U of L campus and their message was much the same as Don Ford's. There is some indication the Minister of Learning is committed to dealing with the tuition policy but the format or time frame is unknown.

##### **4.3 Universities Coordinating Council (UCC)**

Seamus O'Shea and Bill Cade attended the first UCC meeting of the year. Dr. Cade, who is Chair of UCC, explained that the council is mandated under the Universities Act. UCC is also concerned the current tuition policy no longer works and understands the U of L is the first university to reach the tuition cap. Athabasca University will soon be at the cap. The U of C and U of A committed to supporting changes to the policy.

##### **4.4 Future Summit**

Bill Cade, Seamus O'Shea and Dennis Fitzpatrick attended Future Summit meetings in Lethbridge.

##### **4.5 Retention and Recruitment Workshop**

Bill Cade and Seamus O'Shea attended an Alberta Learning workshop in Edmonton on the Retention and Recruitment of Faculty.

##### **4.6 Old Library Renovation**

GFC reviewed plans for allocation of the old library space and renovations are underway. Seamus O'Shea is working with the Deans on allocation of space.

4.7 **Nursing Agreement**

The Nursing Agreement between LCC and U of L, which Seamus O'Shea and Pat Wall have been working on over the last year, has been signed. The name of the program has been changed from SACNE to NESA (Nursing Education in Southwestern Alberta). It was noted the agreement is not what was originally hoped for but it is satisfactory to both institutions.

4.8 **Ali Dastmalchian**

The Dean of Management, Ali Dastmalchian, has tendered his resignation. Dr. Dastmalchian has accepted the position of Dean of Business in Victoria. The Search Committee and consultant will meet on Friday, December 14.

4.9 **Letter re Rae Hazelwood**

Letter received as information.

4.10 **Letter from Mayor re Maclean's Ranking**

Letter received as information.

4.11 **Letter from Mayor re Russell Goodman**

Bill Cade received a letter from Mayor Bob Tarleck congratulating Russell Goodman on being selected Alberta's only Rhodes Scholar. Dr. Cade stated the Mayor also congratulates the University for earning the reputation for academic excellence and caring for the students. The Mayor had indicated to Bill Cade that one of his goals in life was to have one of his International Baccalaureate students become a Rhodes scholar, and that goal has now been accomplished. The letter is filed with these minutes.

4.12 **Letter from Donna Allan**

Donna Allan, President of LCC, wrote a letter congratulating the University on the opening of the Canadian Centre for Behavioural Neuroscience. The letter is filed with these minutes.

4.13 **Federal Budget**

Bill Cade commented that this budget is the first time the Federal Government has committed funds to offset, to some degree, the indirect costs of research. The Federal Government has committed \$200 million on a one-time basis but it is not known how it will be allocated. The AUCC position is that it costs more to support research at smaller universities. There is some thought that the indirect costs of research will be funded at 15 cents on the dollar, based on money received from the granting councils. This could possibly mean \$150 thousand for the U of L based on a million dollars from Natural Sciences and Engineering Research Council (NSERC). It appears NSERC and the Social Sciences and Humanities Research Council (SSHRC) will get 7% increases and the Canadian Institutes of Health Research will receive a 15% increase. Theoretically, this means universities will no longer have to divert money from their operating budgets to cover research costs

## **5. CHANCELLOR'S REPORT**

### **5.1 Meetings with Students**

Chancellor Horsman reported the dinner with the Students' Union Executive he and his wife, Betty, hosted went very well. He stated the University is very fortunate to have such a fine group of young people serving the interests of the student population. The Chancellor also took an opportunity to explain the duties of the Chancellor while chatting with students during lunch.

### **5.2 Senate Meeting**

The theme of the December 8 Senate meeting was water. Dennis Fitzpatrick gave a presentation on WISE (Water Institute for Semi-arid Ecosystems). Southern Alberta MLA's Clint Dunford and Broyce Jacobs, MP Rick Casson, members from the regional health authority, Federal and Provincial government representatives attended.

The Senate's next theme meeting will be the selection of the Honourary Degree recipients. The extensive list of names will be short listed at the next Senate meeting and then pared down again by the Honourary Degrees Committee with the decision finalized at the February Senate meeting.

Chancellor Horsman mentioned that the Senate is going to follow through with more themed meetings in the future.

### **5.3 Alberta Ingenuity Fund**

Chancellor Horsman is the U of L representative on the Alberta Ingenuity Fund Board. A workshop was held in advance of their Board meeting to discuss the general future and direction of the fund. Dr. Bill Bridger has been appointed Executive Director. Jim Horsman stated he continually reminds the Ingenuity Fund Board there are more than two research institutions in Alberta. Applications for Ingenuity Centres are being received. The proposal from the U of L will identify the Water Institute as the highest priority. The Chancellor reminded the Board that the fund started with a half-billion dollars of Alberta government money, managed by Alberta Treasury, but this has declined due to market fluctuations.

### **5.4 U of L 35<sup>th</sup> Anniversary**

Chancellor Horsman stated that Peter Lougheed will attend the 35<sup>th</sup> Anniversary celebration January 17, 2002. There will be two events starting with the official opening ceremony at 1:00 p.m. followed by an opportunity for student leaders to meet Peter Lougheed. In the evening, there will be a dinner with Peter Lougheed to which Board members will be invited.

### **5.5 Library Acquisitions**

Jim Horsman reported that a group of librarians asked him to bring their concerns regarding funding for library acquisitions to the Board.

**6. STUDENTS' UNION REPORT**

Matthew McHugh added to his written report how grateful he and the Students' Union Executive were to attend a dinner with the Chancellor and his wife.

**6.1 Women's Peace Garden**

Matthew McHugh participated in the December 6 National Day of Remembrance and Action on Violence Against Women ceremony held in LINC. The Women's Peace Garden was rededicated and a 15<sup>th</sup> planting added to recognize women victims of violence in the past and future. The peace garden was established in 1990 as a memorial to the 14 women university students massacred in Montreal in 1989. Heidi Harris from the Women's Centre; campus Chaplain, Erin Phillips; President Bill Cade; and Women's Studies Coordinator, Dayna Daniels, also spoke at the ceremony.

**7. ALUMNI ASSOCIATION REPORT**

Jill Kotkas said the Alumni Council met several times and are moving rapidly forward with plans to mark the 35<sup>th</sup> anniversary, under the leadership of Art Ferrari. Jill Kotkas is chairing a small committee investigating scholarships and the Alumni Association hopes to be adding to them soon. The Alumni Council is working to have distinguished alumni named at both Spring and Fall convocations.

**8. ITEMS FOR ACTION**

**8.1 Proposed Fees and Rates 2002-03**

MOTION:     opn.2001.12.02

Cade/Gray                             That the Board of Governors adopt the proposed fees and rates for 2002-03.

Motion: Carried

Opposed: Brad McKenzie

Bill Cade remarked that the fees and rates were developed as a result of extensive review of the financial needs of the University and in consultation with groups, including the student fee review committee. He reminded the Board that tuition cannot be increased even though tuition at the U of L is lower than at U of A and U of C. A new administrative services fee will be implemented.

Karen Clearwater gave an overview of the document, stating that instructional fees are frozen at the 2000-01 level in accordance with Alberta Learning's Tuition Policy. The University's instructional fees comprise 31.6% of general operating revenue and, by legislation, fees are frozen at the 30% level. Under the Tuition Policy, student consultation is required before

changes in fees or fee policies are implemented. This was done with a seven-student committee with representatives from Students' Union, Graduate Students Association, Residence and Arts & Science. An issue raised by the students was the large proposed increase in the Faculty of Education practicum fee. It was agreed, after discussion with students and the Faculty of Education, to phase the increase in over 2 years. Another concern was the effect of the outstanding fee policy on Graduate Students. It was agreed that this will be considered on an individual basis rather than through a new policy. The meal plan refund at year-end was also a concern. A meeting with Food Services will be held to develop an agreement which will satisfy both parties.

The document contains three new fees. The Graduate Student Association (GSA) fees (Recommendation 6) will come in effect once GSA becomes a registered society. The other new fees are a Practicum Fee for Education 2500 (Recommendation 5) and a Student Administrative Fee (Recommendation 8). It was explained that the non-refundable registration deposit, transcript fee and application for graduation fee will be discontinued when the Student Administrative Fee is in place. A correction was made to Recommendation 7 of the document to reflect that the registration deposit will be discontinued May 1, 2002, not April 1, 2002.

Karen Clearwater drew attention to Recommendation 3 which refers to fee payment deadlines, withdrawals and refunds for the multimedia certificate program. She explained that the new policy is needed since the University's general withdrawal and refund policies do not fit this program due to its short duration.

Karen Clearwater pointed out that the second and final step in the two-year plan for outstanding fees will be implemented effective April 1, 2002 (Recommendation 9).

Graphs illustrating sources of revenue, analysis of annual increases in instructional fees and comparison of mandatory fees among the three Alberta residential universities were distributed and are filed with these minutes.

Matthew McHugh added that, as part of the budget process, seven students were consulted and all agreed the implementation of a Student Administration Fee is necessary in light of the tuition cap. The possibility of removing the administrative fee if the tuition cap is lifted was raised. It was explained that the fees and charges are reviewed annually. Terry Royer added that the students understand and recognize the significance of this fee in maintaining quality at the U of L and it is important for the Board to recognize this.

8.2 **Department of Multimedia within Faculty of Fine Arts**

MOTION: opn.2001.12.03

Cade/Laplante

That the Board of Governors approve the creation of the Department of Multimedia in the Faculty of Fine Arts.

Motion: Carried

Bill Cade added that Fine Arts has returned to “departments” from “divisions”. Within the Faculty of Fine Arts, the Multimedia program is playing an increasingly significant role. The Multimedia program is fully subscribed in both the degree and certificate programs. Three new faculty members have been hired and it is anticipated there will be more additions within the next few years. It was noted the Universities Act gives authority and responsibility to create departments to the Board of Governors.

8.3 **Conflict of Interest**

MOTION: opn.2001.12.04

Gray/Young

That the Board of Governors sign a statement of acknowledgment and agreement to abide by the Conflict of Interest and Confidentiality of Board Records and Information clauses as contained in the By-laws of the Board of Governors.

Further, administration will prepare a Confidentiality Agreement statement for approval at the next Board meeting.

Horsman/Barany

That the Conflict of Interest and Confidentiality motion be tabled until the next meeting.

Motion: Carried

Terry Royer drew attention to the extract from the Board By-Laws relating to Conflict of Interest which was included in the Board package. It was clarified that this matter was raised as an outcome of the review of the Investment Management Policy at the Finance Committee and not as a result of any incident. The relevant sections of the By-Laws and the proposed agreements will be provided at the next Board meeting.

**9. COMMITTEE REPORTS**

**9.1 Finance Committee**

John Gray reported that the Finance Committee reviewed the financial statements for November 30 at the December 4 meeting and predicted a small surplus at year end. The Committee also reviewed the Capital Budget for 2002-03. Cindy Armstrong-Esther presented the financial reports in a revised format. The financial reports will come to the Board quarterly beginning February 2002.

**10. VICE-PRESIDENT (ACADEMIC)**

**10.1 Fine Arts**

Seamus O'Shea reported that the well-being of the School of Fine Arts had been a matter of concern in the past. The University had a very good public theatre and music performance series operating in the main theatre but over the years, due to budget reductions, professional companies have not been brought in. More student productions are now being featured and roughly 3100 people have paid to attend student events this year. Fine Arts has done a good job of taking a real challenge and turning it into an opportunity for the University's students.

**10.2 Spring Enrolment**

Seamus O'Shea mentioned that Spring enrolment is going to be down from the Fall but will still be a record.

**10.3 National Research Council (NRC)**

The University had a visit from the National Research Council Director and Senior Materials staff member who are part of the nanotechnology group. The Federal and Provincial governments announced a national institute in nanotechnology which will be located on the campus of the University of Alberta. The NRC is interested in establishing collaborations with Alberta universities to engage in a provincial initiative in nanotechnology.

**10.4 Federal Budget**

The Federal Budget put in place funds for the CANet 4 which is the continuation of the national research broadband network across Canada. Seamus O'Shea explained that this is good news since the broadband network was going to be discontinued in March 2002 if it was not funded. The network now has funding for three more years. Netera, which is the provincial arm of the network, continues to discuss how to provide broadband between Lethbridge and Calgary. It appears that funding is available and work needs to be done to negotiate a share for the U of L.

**10.5 LINC**

Now that LINC is open, traffic in the Library is up 300% over last year. The group study rooms have proven so popular that they are now being rationed.

10.6 **Dan Kazakoff**

Dan Kazakoff, Faculty of Management, won a national award for his work on the new Integrated Management Experience (IME). This is a pilot study done in the Faculty of Management leading to a new core curriculum in the undergraduate program in Management.

10.7 **Maclean's Magazine Ratings**

Seamus O'Shea gave a presentation comparing the 1996 and 2001 Maclean's magazine ratings to 2001. He noted that the University has been in the top category in each of the province's key performance indicators. By comparison, the Maclean's rankings are very sensitive to inputs and not so focused on output.

With reference to the low ranking in alumni donations, Seamus O'Shea remarked that the more prestigious a University, the more donations are received from alumni. An older institution would likely have a higher number of alumni and greater donations. Bill Cade stated that alumni support is one of the more heavily weighted categories in the Maclean's rankings. It is not based on the amount of donations but the number of participants who give to the University over a period of time. Jim Horsman added it is important that grads are encouraged to feel a sense of obligation once they leave.

It was felt that the Maclean's ranking related to entry grades disadvantages Alberta Universities because Alberta entry grades are systemically lower than Ontario, in particular. There was some thought that the Ontario grades may be inflated and the implementation of the proposed standardized curriculum and testing in Ontario would close the gap. Bill Cade noted there is no correlation between high school graduation marks and performance in first-year university courses except for students graduating in the mid to high 90's. The entry level grade is one of the categories that is heavily weighted.

Bill Cade remarked that Alberta universities are disadvantaged in several of the rankings. Scholarships provided by the Province directly to students are not considered in that Maclean's category. Ontario has more money into scholarships because part of a tuition increase must go to scholarships. If the Province of Alberta funneled the scholarship money through the Universities it might be recognized in the Maclean's survey. Another condition impacting the U of L is that most U of L students do not come directly from high school but are transfer students whose entry grades are not considered in the rankings. It was pointed out that the U of L has moved from #2 to #1 in science funding, which considers only national granting agency funds and not any Alberta money.

## **11. VICE-PRESIDENT (FINANCE & ADMINISTRATION)**

### **11.1 Lethbridge Community Foundation**

Nancy Walker, as Chair for the President's Advisory Committee on Disability Access, accepted a donation from the Lethbridge Community Foundation which will be used to purchase some adaptive technology, a Braille printer and a Rainbow reader. The equipment will be housed in the library and available during open hours. The Advisory Committee assists mainly students with physical disabilities.

The University also applied for a grant from the Community Initiative Program of Alberta Human Rights, Citizenship and Multiculturalism for funding for a two-year term worker in the Resource Centre.

### **11.2 Strategic Planning Process**

The Strategic Planning committee met last evening and identified about 20 key informants who will be interviewed by the end of January to gather their views about the University of Lethbridge. Focus groups will start in January and February 2002. The plan is to have the process finished in May 2002.

### **11.3 Budget**

Nancy Walker thanked Karen Clearwater, staff and students for putting the proposed fees and rates document together. She stated that University has a very healthy relationship with the students and they understand the financial issues. Nancy Walker noted that Karen Clearwater is also working on the budget and the Budget Committee is meeting. The Budget Committee has heard a presentation from each budget unit on how budget reductions will be achieved. The budget will come to the Board in March.

### **11.4 Deputy Minister Letter**

Nancy Walker reported a letter was received from the Deputy Minister thanking the University for willingness and enthusiasm of the staff in participating in accountability sessions. The U of L was also recognized for a job well done in improving institutional accountability by meeting reporting deadlines. A copy of the letter is filed with these minutes.

### **11.5 Gold Champion Level Reporter**

#### **Canada's Climate Change Voluntary Challenge Registry**

Nancy Walker pointed out that the University of Lethbridge has been recognized as a Gold Champion Level Reporter. This is the highest level of achievement given by Canada's Climate Change Voluntary Challenge and Registry Incorporated. It is a recognition of voluntary reduction of greenhouse gas emissions. Doug Parker, Director of Physical Plant, sent in a survey on what the University does to help the environment.

**12. OTHER ITEMS FOR DISCUSSION**

There were no other items for discussion.

**13. ADJOURNMENT**

MOTION:    opn.2001.12.05

Young/Keith

That the December 13, 2001 open session of the Board of  
Governors be adjourned.

Motion: Carried