

**MINUTES OF THE OPEN SESSION**  
**OF THE UNIVERSITY OF LETHBRIDGE BOARD OF GOVERNORS**  
**HELD THURSDAY, JUNE 26, 2008, 10:00 A.M.**  
**ELKWATER LAKE LODGE AND RESORT**

Present: Bob Turner (Chair), Richard Davidson, Bill Cade, Sheila McHugh, Leah Fowler, Jeremy Girard, Shannon Digweed, Jeremiah Merkl, Susan Lea, Doug McArthur, Myles Bourke, Art Bonertz, Karen Bartsch, Guy McNab, Gordon Jong, Grant Pisko, Rita Law (Secretary)

Regrets: Kevin Nugent, Claudia Malacrida, Kim Kultgen, Dean Setoguchi, Adam Vossepoel

Others: Andrew Hakin, Vice-President (Academic) & Provost  
Nancy Walker, Vice-President (Finance & Administration)  
Chris Horbachewski, Vice-President (Advancement)  
Richard Westlund, Director, Government Relations  
James Horsman, Government Relations Advisor

New Board Member Art Bonertz was introduced by the Board Chair and presented with a portfolio and Board of Governors pin.

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**1. CONSENT AGENDA**

**1.1 Approval of the June 26, 2008 Open Session Agenda**

**1.2 Approval of the May 22, 2008 Open Session Minutes**

MOTION: opn.2008.06.01

McNab/Davidson

That the Board of Governors approve the consent agenda for the June 26, 2008 open session.

Motion: Carried

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**2. BOARD CHAIR REMARKS**

**2.1 Deputy Minister Meeting**

The Board Chair reported meeting with the Deputy Minister of Advanced Education and Technology, Annette Trimbee. Bill Cade, Andrew Hakin and Richard Westlund also attended. The Chair felt that it was a very positive meeting.

**2.2 Prentice Institute Board of Directors**

The Prentice Institute Board of Directors met recently. Bob Turner reported that their Board seems to be coming together in a positive way.

**2.3 Convocation**

The Board Chair congratulated the Chancellor on a successful Convocation. It was a well run and most enjoyable event as was the Chancellor's dinner at which the Senate Volunteer Award was presented to Dan Laplante. Bill Cade added that that the Convocations were celebratory in tone with a good amount of applause and cheering for the graduates.

**2.4 University of Victoria**

Bob Turner and his wife Dawn attended the University of Victoria School of Business Award Dinner. The dinner honors a successful business person. This year's honoree was WestJet founder Clive Bedoe. Pat Elemans, a U of L Alumni and former employee, did a marvelous job of chairing the event.

**2.5 deGrandmaison Art Exhibit**

On Tuesday evening there was a reception associated with the Nicholas deGrandmaison exhibit at the Art Gallery of Alberta. A large part of the work displayed is from the University of Lethbridge collection. Edmonton area Alumni were included in the guest list. The exhibit will no doubt bring attention to the important art collection at the U of L. Bill Cade added that it is hoped the exhibit can travel to other locations in Canada and the northwest United States.

**3. PRESIDENT'S REPORT**

**3.1 Art Bonertz**

Bill Cade welcomed Art Bonertz to the Board and thanked him for his willingness to serve the University and the people of Alberta in this way.

**3.2 Minister of Health, Honourable Ron Liepert**

The President reported that the Minister of Health, Ron Liepert, was on campus for a well-attended luncheon on Wednesday. Several Board members attended.

**3.3 Cross-country Bicycle Trip**

Kelly Kennedy, Vanessa Esau, and Brett Holmes have begun a bicycle trip across Canada, accompanied by a chase vehicle driven by Allan Hall. These students will be meeting with alumni and flying the U of L flag.

**3.4 Alberta Water and Environmental Science Building**

A group of senior administrators toured the new Water and Environmental Science building on Monday. The building is coming along nicely and it is anticipated that the first nine researchers will be occupying the space in October.

**3.5 New Telephone System**

The President reported that the University is using a new phone system that is internet based. This caused some difficulties recently when the internet system malfunctioned.

**3.6 Vice-Presidents' Meeting**

Andrew Hakin recently attended meeting with the other university Vice-Presidents. The discussion was largely about Access proposals.

**3.7 Volunteer Appreciation**

The President and his wife, Elsa Cade, recently hosted several events in their home to thank University of Lethbridge volunteers.

**3.8 Rotary Presentations**

The President has concluded a number of speaking engagements to Rotary clubs in Edmonton. Chris Horbachewski was thanked for organizing these events.

**3.9 Advanced Education Data**

The President reported that every September there are news reports that significant numbers of students are turned away from post-secondary education. The data in a recent Advanced Education document does not support that.

**3.10 Canada Day Celebration**

The University of Lethbridge will be a major participant in the Lethbridge Canada Day celebrations. Miniature rugby balls will be distributed marking the success of the Canadian champion Women's Rugby Team.

**3.11 Canadian Idol**

Theo Tams, a participant in Canadian Idol, is a University Singers alumnus.

**3.12 GLOBE AND MAIL Supplement**

A GLOBE AND MAIL supplement was distributed. Chris Horbachewski pointed out that there were three articles related to the U of L.

**3.13 LEGEND**

The U of L publication LEGEND was distributed to the Board.

**4. ITEMS FOR ACTION**

**4.1 Draft Financial Statements for the Year Ended March 31, 2008**

MOTION: opn.2008.06.02

Bourke/Jong

That the Board of Governors approve the University of Lethbridge draft financial statements for the year ended March 31, 2008.

Motion: Carried

#### **4.1.1 PowerPoint Presentation**

Nancy Walker gave a PowerPoint presentation. She explained the new accounting treatment for financial instruments. In the past investments were recorded at cost but the new regulations are that they are recorded at market value. This means that the financial statements will be adjusted annually based on the market value of the investments and the statements could fluctuate more than in the past. This market value was previously disclosed in a note.

The capital lease for the Penny building is a new transaction. The building will eventually be donated but for the first five years it will be a capital lease.

Nancy Walker explained that the unfunded Universities Academic Pension Plan (UAPP) liability is not recorded on the financial statements this year since there is not a consensus among the plan stakeholders on how to record it and what the accounting treatment should be. The OAG will require it to be recorded next year. The Pension Plan Board met with a Treasury representative who will be recommending that the pre 1991 unfunded liability be paid by Government.

Nancy Walker explained that the Province does not have investment performance guidelines. The U of L investments are made based on the Board's Investment Management Policy.

Myles Bourke confirmed that both the Audit Committee and Finance Committee carefully reviewed the financial statements and recommend their approval.

#### **4.1.2 Understanding Financial Statements**

#### **4.1.3 Analytical Review**

The two preceding documents were received for information.

### **4.2 Student Application Fee**

MOTION: opn.2008.06.03

Bourke/McHugh

That the Board of Governors approve an increase in the undergraduate application fee from \$60.00 to \$75.00, effective September 1, 2008.

Further, that there be a fee for application for readmission to a level of studies (undergraduate, Masters', Ph.D.) of \$15.00 per application.

Motion: Carried

This additional fee is necessary due to costs of implementing the Alberta Post-secondary Application System (APAS).

#### **4.3 Password Policy**

MOTION: opn.2008.06.04

Cade/Digweed

That the Board of Governors approve the Password Policy, effective immediately.

Motion: Carried

The U of L did not previously have a separate password policy. A more stringent password policy was a recommendation from the Auditor General audit of information technology security systems.

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

MOTION: opn.2008.06.05

Cade/Fowler

That the Board of Governors approve the revised Personal Security Policy, effective immediately.

Motion: Carried

Guy McNab, who is the Board member on the Personal Security Committee, reported that the changes to the Personal Security Policy were made to bring it into alignment with the proposed Records Management Policy. A graduate student and an exempt support staff member have been added to the committee.

#### **4.5 Records Management Policy**

MOTION: opn.2008.06.06

Cade/Bourke

That the Board of Governors approve the Records Management Policy, effective immediately.

Motion: Carried

#### **4.6 Meeting Schedule 2008-09**

MOTION: opn.2008.06.07

McNab/Jong

That the Board of Governors approve the 2008-09 meeting schedule.

Motion: Carried

#### **4.6 Delegation of Authority**

MOTION: opn.2008.06.08

McNab/Pisko

That the Board of Governors delegate to the Executive Committee the authority for the Executive Committee to act on behalf of the Board during the months of July, August and September, 2008 and further that the members of the Board be notified of the meeting(s) of the Executive Committee. If the Executive Committee deems it necessary, a meeting for the full Board of Governors will be called to deal with business of significance.

Motion: Carried

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

The written report was distributed and is filed with these minutes. Dr. Hakin added that the Planning Envelope submission was done about one month ago. In developing the submission, attention was paid to trying to align it with items of importance to Government; i.e., health and graduate education, while considering the whole of the University. He was hopeful that word would be received by the end of the week on which programs will be funded. Government is working to regularize the application cycle and institutions will be required to develop institutional access plans.

Strong effort is being made in the area of recruitment and retention. One of the new initiatives is the "Jump the Line" event. It has been very successful and will likely be done again next year.

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

The written report was included with the agenda materials. Nancy Walker thanked Carrie Takeyasu for the year end audit work. There were a considerable number of accounting issues this year. The Board thanked the Financial Services team for the outstanding work they do and Nancy Walker was thanked for the leadership she provides and for today's presentation on the financial statements. It made the complicated matter more understandable and was appreciated.

#### **7. VICE-PRESIDENT (ADVANCEMENT) REPORT**

Chris Horbachewski reported that an Alumni reception was held June 5 at Big Rock brewery, hosted by Dr. Ed McNally, founder of Big Rock Brewery.

There are almost 28,000 alumni now. 63% of U of L alumni are under the age of 40 and 81% under the age of 50.

**8. CHANCELLOR'S REPORT**

The Chancellor's report was included with the agenda materials. He added that he took the opportunity to mention the success of the Pronghorn Women's Rugby Team when he welcomed the Health Minister to campus recently.

**9. BOARD MEMBER REPORTS**

Doug McArthur reported that about \$9,000 was raised for bursaries as a result of the John Gill Memorial Alumni golf tournament. Sheila McHugh added that the Alumni Association framing of graduation parchments following convocation raised about \$14,000. This is a significant increase that she attributed to the improved location of the framing booth. The Alumni Association is progressing on having an Alumni Association logo installed in the rotunda area of the tunnel. This is expected to be completed by mid July. There will be a fairly big turnover in Alumni Council next year but some good people have been lined up to serve. The Alumni Association is developing a volunteer list. At last year's planning meeting the Alumni Association set five major goals and they have completed almost all of them.

**10. ADJOURNMENT**

MOTION: opn.2008.06.09

McNab/Jong

That the June 26, 2008 open session of the Board of Governors meeting be adjourned.

Motion: Carried