

MINUTES OF THE UNIVERSITY OF LETHBRIDGE BOARD OF GOVERNORS
OPEN SESSION HELD THURSDAY, JUNE 20, 2002 AT 1:30
IN THE BOARD ROOM (W646)

Present: Terry Royer (Chair), Linda Anderson, Bill Cade, Dawna Coslovi, Geoff Cox, Gordon Dixon, Aaron Engen, Jim Horsman, Raina Jogia, Kevin Keith, Jill Kotkas, Dan Laplante, Melanee Thomas, Ian Whishaw, Don Young, Rita Zaugg (Secretary)

Regrets: Lawrence Barany, Mike Crowe, John Gray, Gord Rosko, Doug Stokes

Others: Nancy Walker, Vice-President (Finance & Administration)
Robert Turner
Hadi Kharaghani
Karen Clearwater, Associate Vice-President (Financial Services)
Cindy Armstrong-Esther, Director, Financial Services
Patrick Machacek, Director, Institutional Advancement

CONSENT AGENDA

1. **Approval of the June 20, 2002 Agenda**
2. **Approval of the May 9, 2002 Open Session Minutes**

MOTION: opn.2002.06.01

Young/Laplante

That the Consent Agenda for the June 20, 2002 Board of Governors Open Session be approved as distributed.

Motion: Carried

The Board Chair welcomed Hadi Kharaghani to the Board and presented him with a U of L pin. Dr. Kharaghan's term as a GFC-elected Board member begins in July.

3. **BOARD CHAIR REMARKS**

3.1 **New Board Table**

Terry Royer reported that the new table in the Board Room was donated by Braman Furniture International, a Lethbridge firm started in 1991 in a mechanics bay, which has now grown to employ more than 200 people locally. They operate a 200,000 sq. ft. manufacturing space which makes case goods and upholstery furniture for hotels, health care facilities and educational institutions in Canada, U.S. and Mexico and abroad. An appropriate recognition event will be held in the future.

3.2 Meeting with Minister Oberg

Terry Royer will meet with the Minister on Monday, June 24 and will clarify a number of issues and concerns. This will be their 4th meeting in the past year.

3.3 35th Anniversary

Terry Royer congratulated the Alumni on a job well done with the 35th Anniversary events.

3.4 Building Bridges

Terry Royer co-hosted the inaugural Building Bridges event held in Calgary on June 7. The event was co-hosted by Gwyn Morgan, architect of Encana. Jim Horsman, Bill Cade, and Dan Laplante also attended. A number of high-powered CEOs in the community were guests at the event. It was felt the event went very well.

The presentation used at the Building Bridges event was shown at this time. Terry Royer introduced Trevor Woods, Tanya Jacobson-Gundlock and Craig Brouwer, creators of the presentation. Bill Cade noted that the presentation cost about \$3,500 to produce which is considerably less than the \$200,000 spent at other institutions for a similar product. Terry congratulated Trevor, Tanya and Craig on their talent and hard work in producing this quality show on a short timeline. Bill Cade and Jim Horsman also added their congratulations for a job well done and acknowledged Patrick Machacek, Director of Institutional Advancement, for overseeing the work.

4. PRESIDENT'S REPORT

4.1 Dr. David Naylor

Dennis Fitzpatrick reported it was announced today that Dr. David Naylor will receive \$1 million of a \$12.35 million Canada Foundation for Innovation (CFI) fund. The funds are directed towards Dr. Naylor's group building a Fourier Transform Spectrometer (FTS) for Submillimetre Common User Bolometer Array II (SCUBA II). This will allow for viewing the farthest reaches of space with unprecedented clarity. The technology will be used to focus the James Clark Maxwell Telescope in Hawaii. The University of Lethbridge contribution will be acknowledged in the usual manner, with the U of L crest displayed at the observatory in Hawaii.

This is not the first project Dr. Naylor has developed. He now has the Canadian lead on the European Space Agency (ESA) mission working with a team to build an FTS which will be fired into space on the ESA Herschel mission. These spectrometers can measure what things are made of beyond the limit of human vision. David Naylor was the only Canadian appointed to serve on a panel to assess risks when NASA was to launch a spectrometer on the Next Generation Telescope. The net result was that NASA decided the project was too risky. The Euro Space Agency, which Canada is a part of, decided they would take the risk of flying the spectrometer. They asked Dr. Naylor to build a spectrometer which will be launched beyond the moon. This work is to be funded by the Canadian Space Agency in the amount of \$3 million. When the European Space Agency

launches the Herschel spacecraft, the University of Lethbridge shield will be permanently displayed on the spacecraft.

Further information on Dr. David Naylor's projects was distributed and the document is filed with these minutes.

4.2 Dr. Van Christou

Bill Cade read a thank you letter from the Van Christou family expressing their gratitude for the naming of the Helen Christou Art Gallery in LINC. The letter is filed with these minutes.

4.3 Water Damage

There were minor water problems that affected the University during the recent torrential downpour. Some of the damage included skylight leakage in LINC, damage to an office, and seepage around the Students Union Building. Bill Cade assured the Board that the problems are being taken care of.

4.4 35th Anniversary & Homecoming

Bill Cade congratulated the Alumni on the success of the 35th Anniversary Homecoming Celebration. He added that a video was shown at the event, reviewing historical highlights of the University, which is now available on the University's web site..

4.5 Wellness Centre

Bill Cade and Nancy Walker have been invited by the City Council to make a presentation at the end of August about the proposed Wellness Centre.

4.6 Old Library Space

Renovations to the old library are continuing. Bill Cade, Nancy Walker, and Séamus O'Shea had the opportunity to tour the facility and Bill Cade expressed the view that this is going to be a spectacular space. Bill noted that this is a difficult building to renovate, but he believes the results will be impressive.

4.7 Canadian Club

Bill Cade was invited to give a presentation to the Canadian Club on their 95th Anniversary. Terry Royer and Dan Laplante also attended. In the presentation Bill spoke about his "20 years as a hyphenated Canadian" but also took the opportunity to mention that the University of Lethbridge is always in the top 10.

4.8 Librarian Search

The search for a new University Librarian has begun. The Search Committee met with a search consultant and is hopeful an appointment can be made by mid December. Bill Cade reported that Barbara Marshalsay has done a superb job as University Librarian but has now decided to return to the librarian ranks. This is a Senior Administrative appointment and a recommendation for an appointment will be brought to the Board at the appropriate time.

4.9 Facts Book

The *Facts Book* was received as information.

4.10 Séamus O'Shea

Bill Cade reported that Séamus O'Shea was absent from the Board meeting since he was currently in the United Kingdom doing theoretical chemistry and attending scientific meetings.

5. CHANCELLOR'S REPORT

5.1 Convocation & Chancellor's Dinner

Jim Horsman reported he attended all four Convocations and felt they went very well. He remarked it was a great honor to have the Lieutenant Governor, Lois Hole, attend the first ceremony. He added that she is a very warm and charming person. The Chancellor's Dinner was also a successful event and had record attendance. All of the honorary degree recipients were pleased with the reception they received from the University.

Jim also attended convocation at the University of British Columbia and University of Calgary. The UBC convocation had 22 ceremonies for more than 5,700 students. The U of C convocation marked the final convocation for Jack Perraton as Chancellor.

5.2 New Senate Members

Ken Murray, Les Brost, Kristine Wall, and Garth Sherwin will join the Senate July 1, 2002.

5.3 Outreach Committee

The Senate Outreach committee held an event in Cardston with community business leaders as well as Broyce Jacobs, MLA; Jack Ady, former MLA, former Minister of Advanced Education, and current Chair of the Chinook Health Region. Chamber of Commerce representatives and several school officials also attended. Dennis Fitzpatrick gave a presentation on WISE and President Bill Cade also spoke. The next outreach event is being planned for September.

Later in the day a barbecue, with almost 60 people attending, was held at the University to honor retiring Senators.

5.4 Honorary Degree

The Senate has agreed to grant an honorary degree to Orville Kope at the October 19 Convocation. This news was very favorably received in Medicine Hat.

5.5 Shirley McClellan

Shirley McClellan, Deputy Premier, recently visited the campus for about two hours. A presentation was given on WISE. There was also discussion on the tuition fee cap and she made some suggestions in that regard. Shirley McClellan also suggested that the students lobby the federal government on funding issues.

5.6 Edmonton Campus

Jim Horsman attended the Edmonton campus ceremonies held for students graduating from that program. A dinner and dance followed. Jim Horsman remarked that this was an excellent event. Melanee Thomas and Trish Jackson, from the Students' Union, drove to Edmonton and back the same day in order to attend the events.

5.7 35th Anniversary & Homecoming

Jim Horsman extended compliments to the Alumni on the 35th Anniversary event. He remarked that this was a very fun event and he found that people were impressed with the development on campus.

5.8 Queen Mother

A letter was received from Buckingham Palace acknowledging the letter sent offering condolences on the death of the Queen Mother.

5.9 Next Senate Meeting

The next Senate meeting will be in September with the topic of student life on campus. The Senate committee is counting on the Students= Union and the Student Services Office to cooperate with them to put on the program.

6. STUDENTS' UNION PRESIDENT REPORT

Melanee Thomas reported she attended the Conference of Canadian Student Associations (CCSA) at York University in Toronto. She also attended the annual general meeting of the Canadian Alliance of Student Association (CASA) at Brock University in St. Catharines. Melanee Thomas remarked that she found the York conference interesting but not as valuable as some of the others. She will be recommending that the full Students' Union Executive not attend the conference when it is hosted at Dalhousie next year. She found CASA to be very

worthwhile. She added that she heard the Deputy Premier's advice and CASA is set to lobby the federal government. She explained that the group was successful last year in lobbying for indirect costs of research.

Melanee Thomas reported that the Council of Alberta University Students (CAUS) made a strongly worded presentation to the Student Finance Board in early June against the deregulation and differentiation of tuition.

Melanee Thomas concluded her remarks by saying it has been a very busy couple of weeks, but she is enjoying her time in office.

7. ALUMNI ASSOCIATION REPORT

Jill Kotkas reported there has been no Alumni meeting since the 35th Anniversary celebration. The group is to meet for the Annual General Meeting next week.

Jill congratulated the Chancellor on their extreme friendliness and warmth he and his wife Betty showed at the 35th Anniversary Homecoming event.

8. ITEMS ARISING FROM THE MINUTES

There were no items arising from the minutes.

9. ITEMS FOR ACTION

9.1 Indirect Research Grant Allocation

MOTION: opn.2002.06.02

Keith/Cox

That the Board of Governors approve the allocation of the Indirect Research Cost Grant for indirect research costs incurred in the 2001-2002 fiscal year as follows:

Research lab space maintenance	\$199,567
Capital cost allowance - buildings	85,054
Financial services	39,129
Human resources	2,394
Information technology	24,315
Materials management	30,339
Library	96,070
Animal Care/CCAC/Radiation	162,988
Research services	
	<u>164,131</u>
	<u>\$803,987</u>

Motion: Carried

MOTION: opn.2002.06.03

Keith/Cox	That the Board of Governors approve an adjustment of \$803,987 to the operating budget for 2002-2003 and the following allocations for one-time indirect research costs:	
	Research assistant (three-year term)	\$180,000
	SSHRC development assistant	150,000
	Travel expenses (Research Services)	20,000
	Library acquisitions	100,000
	Animal care/safety/ethical standards	50,000
	Science building - planning monies	100,000
	Utilities/building maintenance	100,000
	Contingency - general admin. costs	<u>103,987</u>
		<u>\$803,987</u>

Motion: Carried

For a number of years the federal government has been lobbied to support indirect costs for research. This funding was announced by Allan Rock as one-time only but consideration is being given by his Ministry to it being a regular allocation. The total is based on the amount of funding through federal granting agencies. However, smaller universities did proportionally better since the amount of the grant and size of the university were both considered.

9.2 Financial Statements as at March 31, 2002

Cindy Armstrong-Esther reviewed and explained the financial statements as included in the Agenda. Kevin Keith reported the Audit committee met with external auditors. The draft auditor's report has been received and it is unqualified. The Auditor General's office asked for a few minor formatting and language changes. It was pointed out that note 3 should refer to the "Board Finance Committee" rather than the "Financial Planning and Investment Committee". The Board will be provided with the revised documents.

It was explained that if art work is valued at less than \$1,000 then the valuation is done internally. For more valuable work, the average of two independent appraisals is used to set the value.

Kevin Keith added that the university is very sound financially. As part of the audit the Auditor General issues a management letter in which concerns may be raised. This year's management letter did not raise any new issues. The Auditor General's staff commented they were very pleased with the financial operations of the University of Lethbridge. A remaining significant issue is how endowments are handled. Nancy Walker explained that if an endowment was given in the past and the conditions are no longer valid, the University will have to go through the courts to make changes. This matter is being thoroughly reviewed on this campus as well as at the U of A and U of C.

It was noted that the legal opinion on this matter received by the U of A is different than that received by the U of C. There appear to be inconsistencies between the Universities Act and the Trust Act that need to be resolved. Nancy Walker informed the Board that terms for new endowments are being written very clearly and carefully. Terms have not been found for some past endowments.

MOTION: opn.2002.06.04

Keith/Cox

That the Board of Governors approve the audited Financial Statements as at March 31, 2002, subject to changes recommended by Auditor General.

Motion: Carried

Linda Anderson declared a conflict of interest and abstained from voting.

Nancy Walker extended appreciation to Cindy Armstrong-Esther and the staff, particularly Carrie Takeyasu and Linda Anderson for the work in completing the financial statements.

10. COMMITTEE REPORTS

10.1 Finance Committee

The Finance Committee had nothing further to report.

11. VICE-PRESIDENT (FINANCE & ADMINISTRATION)

11.1 Child-Care Feasibility Review

A summary of the child care review has been completed and the full report can be found on the University's web page. Bill Cade added that he asked Nancy Walker to do this report. The goal was to determine if a child care centre was financially viable and if there was adequate space on campus for a centre. It is now clear that a child care centre is not financially viable. Bill Cade indicated he is not willing, as the president, to follow through with this project at this time. The University resources and fees would not support the cost of such a project. Bill Cade explained that there appears to be adequate child care services available within the community.

12. ITEMS FOR INFORMATION

12.1 Delegation of Authority

In the past the Board has passed a motion delegating authority for the Executive to act during the summer recess. It was felt a motion to that effect was unnecessary since the Executive has the authority to act on behalf of the Board. It was noted that the Executive will call a meeting of the Board if there was a significant issue.

13. ADJOURNMENT

MOTION: opn.2002.06.05

Laplante/Cox

That the Open Session of the June 20, 2002 meeting of the Board of Governors be adjourned.

Motion: Carried