

MINUTES OF THE OPEN SESSION MEETING
OF THE UNIVERSITY OF LETHBRIDGE BOARD OF GOVERNORS
HELD THURSDAY, MAY 20, 2010 AT 1:30 P.M.
IN THE BOARD ROOM (W646)

Present: Bob Turner (Chair), Bill Cade, Leah Fowler (by phone), Myles Bourke, Jenn Prosser, Jeremiah Merkl, Evelyn Good Striker, Taz Kassam, Don Chandler, Paul Walz, Karen Bartsch, Heidi MacDonald, Blaine Kunz, Doug McArthur, Jim Berezan, Janice Varzari, Kevin Nugent (by phone), Richard Davidson, Rita Law (Secretary)

Regrets: Gordon Jong, Dean Setoguchi

Others: Andrew Hakin, Vice-President (Academic) & Provost
Chris Horbachewski, Vice-President (Advancement)
Dan Weeks, Vice-President (Research)
Nancy Walker, Vice-President (Finance & Administration)
Karen Clearwater, Associate Vice-President (Financial Planning)
Richard Westlund, Director of Government Relations

BOARD EDUCATION:

Digital Audio Arts Studio

A very interesting tour of the Digital Audio Arts Studio was provided by Professor Rolf Boon, Chair of the Music Department in the Faculty of Fine Arts.

Bob Turner welcomed new Board members, Taz Kassam, the new Students' Union President and Paul Walz, the new President of the Graduate Students Association. The Chair reported receiving Art Bonertz' resignation from the Board of Governors. Art Bonertz was recognized for his significant contributions to the University of Lethbridge.

1. CONSENT AGENDA

1.1 Approval of the May 20, 2010 Open Session Agenda

1.2 Approval of the March 25, 2010 Open Session Minutes

MOTION: opn.2010.05.01

Cade/Kunz

That the Consent Agenda of the May 25, 2010 Open Session meeting of The University of Lethbridge Board of Governors be approved with the addition of 4.3 Facilities and Program Naming Policy.

Motion: Carried

2. **BOARD CHAIR REMARKS**

The Board Chair extended congratulations to Chancellor Richard Davidson for being named Lethbridge Citizen of the Year. The Rotary Club and Lethbridge Herald recognized Chancellor Davidson with this honor.

Congratulations were also extended to Dr. Leah Fowler. The U of L is proud to bestow the Distinguished Teaching Award upon Leah Fowler, for her inspiring teaching sustained over a 12-year career at U of L.

The first event at Markin Hall was held on Wednesday, May 19, 2010. The Fiesta was a tribute to Bill & Elsa Cade, for their service to the U of L over the last decade. A video, using lyrics written by Richard Westland, was shown at the Fiesta.

Mike Mahon and Bob Turner were able to make a number of courtesy calls in Edmonton to increase the profile of the U of L.

On April 16th, at the Minister's invitation, there was a meeting of Campus Alberta which included Chairs and Presidents of Alberta's post-secondary institutions. Mike Mahon was able to attend in place of Dr. Cade. On April 21st several U of L individuals met with the Minister. Richard Westlund has included an account of this meeting in his report. April 29 to May 1 Rita Law and Bob Turner attended the conference of the National Association of University Board Chairs and Secretaries (NAUBCS). This organization changed its name to Canadian University Boards Association (CUBA). The meetings were well organized with good content. The Saturday morning session was particularly enjoyed as four (4) university presidents discussed issues from very different perspectives.

3. **PRESIDENT'S REPORT**

Dr. Cade welcomed the new Board Members on behalf of the Administration. Everyone who assisted with the Fiesta for Bill and Elsa Cade was also thanked. Dr. Cade reported representing the U of L at the Lethbridge College convocation.

Joshua Og, a New-Media student at the U of L, won the 1984 BMW 325e which Dr. Cade donated to the Students' Union to raffle off in support of a student scholarship fund.

A student, who had been counselled in high school that because of a learning disability she would not be able to achieve a post-secondary education, will be graduating from the U of L June 3. The student's father related to the President that the student did well in the first two years but got an F on a geography paper in the third year. The student was devastated and went to see the faculty member to discuss the paper. The faculty member gave her instructions on vocabulary and sentence structure and told her what she needed to do to improve her writing in order to be successful. The father indicated that the meeting with the faculty member was a turning point in his daughter's university education. The student's success is partly because of caring, nurturing faculty member. This case is a great example of the commitment of the faculty at the U of L.

4. ITEMS FOR ACTION

4.1 2010-11 Budget

MOTION: opn.2010.05.02

Berezan/Bourke

That the University of Lethbridge Board of Governors approves the budget for 2010-11 and approves in principle the 2011-12, 2012-13, and 2013-14 budgets.

Motion: Carried

Karen Clearwater gave a PowerPoint presentation explaining the 2010–2011 budget to the Board. The presentation of the budget is late this year because of the delay of the Government grant announcement. There are three parts to the consolidated budget – General Operating Funds (used on a daily basis to fund operating costs), Unrestricted Funds (operating funds for Ancillary Services, Book Store, Copy Centre) and Restricted Funds (special funds that eventually roll into General and Unrestricted Funds).

The U of L is required by the Universities Act to have a balanced budget. The University Budget Committee (UBC) meets biweekly from September until February. All Faculties, students and administration are represented on the UBC. The balanced budget is presented to the General Faculties Council for information, the President then brings the budget forward to the Board of Governors for approval.

All budget decisions consider the U of L Strategic Plan and the maintenance of stability and growth. Advanced Education and Technology requires the U of L to prepare the budget for four (4) years, so budget assumptions need to be made for future years. The 2010-2011 pressure points are student attraction and retention, budget reductions, workloads, reduced funding for Enrolment Planning Envelope programs, and unconfirmed continuing lights-on funding.

In 2007 U of L registrations started to decline although graduate and part-time student enrolment has increased. The U of L has been dealing with the enrolment drop through various methods. Traditionally, Calgary has been a source of students for the U of L but with Grant MacEwan and Mount Royal now offering university degrees, students from Calgary and Edmonton have other options. This year a Recruitment and Retention Project, led by Karen Clearwater, has been implemented and Graduate Advantage Awards were regularized.

The U of L has to accommodate a \$7.5 million reduction in the budget this year. This was met by not staffing vacant positions, early retirements, position abolishments, equipment not being replaced on schedule, no increase in executive salaries, and Quality Initiative Program reductions. One time funds were received for Markin Hall

lights-on (\$1 million) and to transition the budget reductions (\$1.7 million which is mostly being used for early retirement and layoffs). The consequence of reductions is doing more with less. Revenue for the U of L is received from Government grants, investment income, tuition and other fees, and research grants. Expenditures are salaries and benefits, materials and supplies, scholarships, student attraction and retention, and utilities.

Karen Clearwater explained that when the Universities Academic Pension Plan (UAPP) moved from Government control to the control of the participating institutions, the unfunded liability was carried forward. The goal of the pension plan is to eliminate the unfunded liability over a number of years. The Auditor General has instructed that the unfunded liability needs to be recognized on the operating statement and budget. Because it does not affect the cash budget, it is shown below the line on the statement. Nancy Walker reported that permission has been received from the Minister to record it in this fashion since the Institution is required to submit a balanced budget. It is anticipated that the unfunded liability will be paid off in 2043. It was noted that the pension benefit premiums both for the University and the pension members will increase July 1. The only danger of having to pay out the liability would be if the University was not a going concern. It was reported that an arrangement for Government to pay off the unfunded liability seemed to be close, prior to the economic collapse.

Karen Clearwater was thanked for the helpful, clear, concise presentation.

4.2 Mandate Statement

MOTION: opn.2010.05.03

Cade/Prosser

That the University of Lethbridge Board of Governors approves the University of Lethbridge Mandate Statement for submission to the Minister of Alberta Advanced Education and Technology.

Motion: Carried

Dr. Andrew Hakin reported that the U of L was asked to create a Mandate Statement in collaboration with Alberta Education and Technology (AET). AET provided a list of elements that needed to be in this Mandate Statement including such matters as responsive to needs of society, scope of operations, the northern campuses, values, benefits to society, etc. The draft Mandate Statement was taken to Deans' Council for input and to AET who stressed that Campus Alberta needed to be included. The changes were made and the Mandate statement was returned to Deans' Council, and to General Faculties Council for input. The U of L Mandate Statement is similar in design to other post-secondary Mandate Statements approved by AET. This Mandate Statement would replace the current Mandate Statement. The Mandate Statement is very important to the U of L operations as all programs flow from this statement.

4.3 Facilities and Program Naming Policy

MOTION: opn.2010.05.04

Cade/Bourke

That the University of Lethbridge Board of Governors approve the revised University of Lethbridge Facilities and Program Naming Policy.

Motion: Carried

This policy gives guidance related to facility and program naming. A number of names will be suggested in June for naming rooms & areas within Markin Hall.

5. ITEMS FOR INFORMATION

5.1 Sustainability Report – Diversity Advantage

This report is done for each Board of Governors meeting by Nancy Walker and is an important piece of the next governance point the University plans. The U of L is at the inventory-taking stage of all the things the University does now within the broad definition of sustainability, which includes the long-term approach to decision making. The Board Chair remarked that sustainability is not just about the environment but also includes social and economic issues. The diversity study was part of the requirements for participation in the Federal Contractors Program. The U of L was ahead of many as far as diversity in representation in employee groups but it was recognized that there is always opportunity for improvement. The University tries to ensure that diversity is a consideration when hiring. A letter was received that the Government may be checking the program but they also said the U of L had the best program they have seen and they are using it as a model for other entities. Board members were encouraged to look at the U of L website on sustainability management.

A Board member mentioned that she had attended a conference on sustainability and work/life balance was raised as an issue. Nancy Walker indicated that this area has not been considered as part of sustainability reporting. She indicated this may be a consideration in zero-based budgets.

5.2 Outstanding Audit Requirements Business Plan for New Investments

It was reported that this is in response to a recommendation from the Auditor General. A general outline is done so the U of L can take advantage of any opportunities that become available in the future. This information will be added on the U of L web page.

6. VICE-PRESIDENT (ACADEMIC)

Information about current registration was distributed to the Board of Governors and is filed with these minutes. Factors affecting enrolment are a decline in the 18 to 24 age group because of a birthrate slump coupled with low high school completion rates. Registration trends are different than in past. There are greater post-secondary educational opportunities for students in Alberta now. The goal of the U of L is acquiring more students than the year before. Each year it is becoming harder to achieve that goal. However, predictions for this year are that the U of L will reach an all time high with registrations. This has been achieved through a central recruiting effort. A greater number of new high school graduates are anticipated but there will likely be a decline in transfer students due to new programs at Mt. Royal University and Grant McEwan University. Lethbridge College is still an excellent source of transfer students. It is less than ½ the cost to take the first two years at a College. Marketing needs to provide information on advantages of a four-year program.

The last few months have been very busy. Talks continue with Olds College related to transfer of their diploma students. Dr. Robert Ellis was on campus for a few days to enable him to seamlessly assume the Dean, Faculty of Management position on July 1, 2010. There was a meeting with Mike Mahon on May 6th. One of the highlights of the year for Dr. Hakin was presenting at the long service awards. The students on campus organized the Western Canadian Undergraduate Chemistry Conference. Dr. Hakin spoke at the conference on May 8. A celebration of the Centre for the Advancement of Excellence in Teaching and Learning (CAETL) was held on May 7, 2010. There is a teaching centre web site available that includes best practices, lectures and other resource materials. Nancy Walker, Richard Westlund and Dr. Hakin had a meeting with the Calgary Caucus to present information on the importance of the U of L in meeting the needs of post-secondary education in Calgary and what the U of L does differently. The Assistant Deputy Minister of Advanced Education and Technology, Connie Harrison, was on campus on May 7. She was informed of programming issues and given a tour of Markin Hall. Dr. Hakin has been working with a group of faculty members who have been enhancing networks with high school teachers at a dinner, focussed on “how can we help you do your job?” This program is a seed to help build relationships with students through high school teachers. Andrew Hakin was very pleased that this initiative was driven by faculty members. Dr. Hakin is currently reviewing information for Salary Tenure and Promotion (STP) cases. He remarked that the files reveal that the U of L has wonderful faculty.

7. VICE-PRESIDENT (FINANCE & ADMINISTRATION)

In addition to the report filed with these minutes, Nancy offered thanks to Karen Clearwater and the University Budget Committee, comprised of very dedicated individuals, for their very hard work on the budget.

8. VICE-PRESIDENT (ADVANCEMENT)

A written report is filed with these minutes. Chris Horbachewski also highlighted that Erica Lind, who ran the U of L call centre while a co-op student, has received a \$25,000.00 fellowship from TD Insurance for her use in following a career in Advancement. She will work in University Advancement for a year with Jana McFarland as her mentor.

Robert Turner also thanked Chris Horbachewski and his department for the wonderful Fiesta prepared for Bill and Elsa Cade.

9. VICE-PRESIDENT (RESEARCH)

A written report is filed with these minutes.

Dr. Weeks reported he is very pleased with national and international exposure. Overall funding is up in spite of difficult funding circumstances. Dr. Weeks felt this success is due to outstanding faculty.

In speaking of Alberta Innovates, Dr. Weeks indicated that the funding body is transitioning but is still functioning at a high level. There is not much new money available but Dr. Weeks felt the U of L would do well.

10. CHANCELLOR'S REPORT

Chancellor Richard Davidson drew attention to the Senate Volunteer Award. This year the award is being given to Elsa Cade and Dr. Bob Hironaka. This is unprecedented.

Convocation is June 3 and 4 and the Board of Governors were encouraged to participate in at least one of the four sessions.

11. BOARD MEMBER REPORTS

There were no Board member reports.

12. ADJOURNMENT

MOTION: opn.2010.05.05

Berezan/Davidson

That the Open Session of the May 20, 2010
University of Lethbridge Board of Governors
meeting be adjourned.

Motion: Carried