



**4.3 Premier's Dinner**

The Premier's Dinner, held in Medicine Hat on October 4, was attended by Bill Cade, James Horsman and Terry Royer. Terry Royer mentioned it is important to work closely with government and within the next few weeks there will be a number of items which will reinforce this challenge. He stated the dinner was completely sold out and the Premier was appreciative of everyone attending.

**4.4 LINC Opening**

On September 27, there was a special preview of the LINC building for donors and others who could not attend the official opening. Permission from Ray and Ingrid Speaker (donors of the Pronghorn statue) was given to replicate a limited number of smaller editions of the Pronghorn. To start the tradition, one was presented to Gordon Paterson at the special preview as a thank you for his years of service on the Board. A similar statuette will be presented to Howard Tennant at an appropriate time to recognize his years as President.

Terry Royer stated several Government ministers attended the official LINC Opening on October 5. Congratulations on an outstanding job were extended to Patrick Machacek and staff as well as Seamus O'Shea, who chaired the opening ceremonies committee. A letter of congratulations, on behalf of the Board, was sent to Patrick Machecek and his staff.

**4.5 Building Bridges Program**

Jim Gray recently sold his company which necessitated delaying the first event in the *Building Bridges* program. The program should be able to resume over the next couple of months with several meetings in Calgary and at least one in Edmonton.

**4.6 Auditor General Report**

Terry Royer congratulated Nancy Walker and financial department staff for a clean report from the Auditor General.

**4.7 Finance Committee**

Terry Royer reported that Jill Kotkas has agreed to fill the vacancy on the Finance Committee.

**5. PRESIDENT'S REPORT**

**5.1 Institutional Advancement**

Bill Cade reiterated Terry Royer's comment on Patrick Machacek and staff doing a superb job working with Seamus O'Shea on opening of LINC. Bill Cade mentioned the opening was flawless and recognized the input of Geoff Cox, Richard Deschenes and others on the committee. Tanya Jacobson-Gundlock came up with the balloon concept for publications as well as the balloon motif at the cutting ceremony, all of which were

extremely well done. The next major celebration will be when Victor Doerksen, Minister of Innovation and Science, opens the Canadian Centre for Behavioural Neuroscience on November 8.

Bill Cade asked Patrick Machacek, Tanya Jacobson-Gundlock, Kara Graham and Bob Cooney to join the meeting. Dr. Cade mentioned that institutional advancement was identified as a priority at the Board Retreat, held in the Crowsnest Pass last year. Since then, work has been done to have the concept more widely-understood and supported. Patrick Machacek was hired as the Director of the Institutional Advancement office which merged with the Communications Department. Richard Deschenes, Gift and Alumni Officer, has recently been hired.

Institutional Advancement is involved with other groups on campus to produce promotional material with a consistent look and other initiatives are in process, including a press clipping service, community meetings, town hall meetings and the *Building Bridges* program. Bill Cade noted the University has a story to tell and is very satisfied with the work of Institutional Advancement and Communications staff and extended a special thank you to Bob Cooney. The U of L receives extensive coverage of many events due to the work of Bob Cooney.

A number of vehicles are being developed to tell the University's story such as the first ever community report. The Annual Report has been changed to the *Perspective* which is intended to reach a broader audience. This document is produced in-house, by Tanya Jacobson-Gundlock and focuses on some of the University's award-winning individuals. It appeared in 250 thousand newspapers: 50 thousand in The Edmonton Journal, 100 thousand in The Calgary Herald, and 100 thousand in the Lethbridge Herald, Medicine Hat News and Southern Alberta weeklies.

Bill Cade stated that within the campus a better job needs to be done on communication. The U of L has the Notice Board and the ability to e-mail but people still like paper and so a campus newspaper was brought back. The *Legend* will appear monthly and will dovetail with the Alumni Report twice per year. Kara Graham is in charge of this new newspaper. Bill Cade drew attention to the *Legend's* masthead which states "According to Blackfoot Legend, old man created the Pronghorn and the slopes of the Rockies but when he turned the animal loose, he saw the great speed hindered by the rocks and fallen timber of the mountains. So, old man moved the Pronghorn to the Prairie where it was content, swift, strong and free".

Dr. Cade also mentioned the University purchases a full-page supplement each month in the Lethbridge Herald. When the LINC building was finished, various contractors and supporters bought ads in the October 12 edition.

Bill Cade had breakfast with Donna Allan, President of Lethbridge Community College, and she stated LCC is now in the process of establishing an Institutional Advancement office.

The Chancellor's Circle, a newly reorganized Donor Recognition Event, was hosted by Chancellor James Horsman last winter which went over very well.

Geoff Cox is Chair of the Institutional Advancement Committee which will meet October 17 to discuss the beginning of the next project.

**5.2 Renovation Work**

Renovation work on the old library will begin soon.

**5.3 Strategic Planning Session**

Bill Cade stated that a Board Member has been approached to sit on the Strategic Planning Committee.

**5.4 University of Lethbridge's 35<sup>th</sup> Year**

The University's 35<sup>th</sup> year begins January 2002. The founding president, Sam Smith, will come back for Convocation and provide the President's remarks.

**5.5 ASRA Dinner**

Bill and Elsa Cade attended a meeting in the Kananaskis, September 13, with Government officials and other university members. He mentioned that as a compliment, a colleague remarked that Bill Cade was from the "sleeper" university, which means the University is not as well known as it deserves. In an effort to become better known, the University will hold town hall and community meetings as well as participate in charitable, leadership and guidance events. The *Building Bridges* program, with Jim Gray, will also allow the University to meet influential individuals in different cities.

**5.6 ASTECH Award Banquet**

Bill Cade stated that a one-page advertisement ran in the ASTECH awards supplement of the Calgary Herald. The award banquet is Friday, October 19 and the University of Lethbridge will be represented by Bill Cade, James Horsman, Seamus O'Shea and Dennis Fitzpatrick.

**5.7 Switchboard**

Bill Cade welcomed Kendra Mastel to the President's Office. She will provide the important switchboard functions. He explained the switchboard used to be in the Registrar and Communications offices but due to internal reorganization and combining of a number of functions it has been moved to the President's Office.

**5.8 Lethbridge Senior Administrators Dinner**

A group of senior administrators met for dinner October 2 at the Lethbridge Community College to discuss community and business issues in an informal way. Attending were Bill Cade, Donna Allan, Don Young, Regional Director of Alberta Agriculture; Peter Burnett, Acting Director of Agriculture and Agri Food Canada; Frank Letain, Superintendent of Holy Spirit Roman Catholic Separate School Board; Mal Clewes, Superintendent of School District No. 51, Gil Tourigny, CEO Chinook Health Region, and Bryan Horrocks, Manager for City of Lethbridge.

**5.9 Electronic Distribution of Material**

Bill Cade stated that a commitment has been made to the Board to move to electronic distribution of material. Rita Zaugg surveyed colleagues at other institutions and the U of L is one of the first to make the transition. She mentioned that other institutions have confidentiality concerns and even though the agendas may go electronically, the attachments still go via surface mail. The University is technically able to switch to fully electronic distribution of minutes and agendas. In order to make the transition, Board Members must become able to work from a screen, print documents and arrive at meetings with a paper copy. This will require going to the website, entering a password and downloading documents as “pdf” files.

Dan Laplante stated this creates an opportunity for the U of L to take the lead in this area. He mentioned receiving his Institutional Advancement Committee agenda and attachments electronically.

Bill Cade assured the Board that each Board member would receive the help needed to become familiar with electronic format. He stressed the importance for all Board members to move to electronic format since it is a duplication and extremely time-consuming to distribute agendas in both electronic and paper format.

**6. CHANCELLOR’S REPORT**

**6.1 Convocations**

James Horsman attended the convocation ceremonies of both the University of Lethbridge Calgary and Edmonton campuses. In addition, Chancellor Horsman attended convocation at the University of Alberta. He felt it was important to be in attendance and represent the U of L. Terry Royer, Bill Cade and James Horsman attended the installation of the new president at the University of Calgary’s convocation.

The U of L’s main campus Convocation, October 13, had a full house. Two honorary degrees were given, one to Dr. Lois Choksy who is an expert in the Kodály method of teaching music. Chancellor Horsman mentioned Dr. Choksy was thrilled to have the Head of the Kodály Society from Belgium and professors from other world-wide universities come to her ceremony. The other honorary degree recipient was Dr. Nellie Cournoyea, a remarkable person who was the first aboriginal female Premier of the Northwest Territories. Dr. Cournoyea was surrounded by members of the aboriginal

community when she gave the Convocation address. She demonstrated to young people what an individual can do even though they come from a very remote and difficult part of Canada.

Chancellor Horsman stated that the parents of a female graduate student from Nigeria attended Convocation in their national dress and were thrilled with their daughter's education at the U of L.

## **6.2 Senate**

Twenty new senators have been appointed out of sixty. An orientation was given with fifteen members in attendance. Chancellor Horsman is very impressed with the quality and enthusiasm of the new senators. He is looking forward to the new senators meeting people from other parts of the province where the University's influence and knowledge can be extended. A reception, which was part of the recent Hospitality Committee, was held subsequent to the orientation where the new senators met new faculty and staff. Two more events have been planned to welcome faculty and staff new to the City.

There was a senate meeting held in conjunction with a LINC tour which 50 senators attended. The next senate meeting will take place December 8 and the theme will be water and the proposed Water Institute.

James Horsman mentioned he will recommend the creation of a new committee called the *Outreach Committee* at the next Senate meeting. In the past year, Bill Cade and James Horsman have attended lunches with business, academic and community leaders in Bow Island and Taber. These lunches have been well received and are set up by the local Senate members of each town. They will become permanent with the University's President, Chancellor and groups traveling to smaller centres around Southern Alberta.

## **6.3 Alberta Ingenuity Fund**

Alberta Ingenuity Fund is the new trademark name for Alberta Heritage Fund for Science and Engineering Research (AHFSER). As an Ingenuity Fund Board member, Chancellor Horsman wants to spread the word about the existence of the \$500 million fund for research in Alberta.

## **6.4 Governor General Visit**

The Governor General, the Right Honourable Adrienne Clarkson, and her husband, the Honourable John Ralston Saul, visited the University on September 21. Chancellor Horsman said the University was honoured to have the vice-regal couple visit on that occasion.

## **7. STUDENTS' UNION PRESIDENT REPORT**

Matthew McHugh was absent from the meeting. A written report was received as information.

Quintin Steynen joined the meeting.

**8. ITEMS FOR ACTION**

**8.1 Graduate Students' Association**

MOTION: opn.2001.10.02

Steynen/Dixon

That the Board of Governors support the formation of the Graduate Students' Association and a letter supporting the incorporation of the Graduate Students' Association of the University Lethbridge, as per Section 43(5) of the *Universities Act* will be sent to the Lieutenant Governor in Council.

Motion: Carried

Quintin Steyнен reported that the Executive of the Graduate Students' Association has been working on writing a constitution for the Association for about 1½ years to establish it as an autonomous body separate from the Students' Union. He explained that part of the graduate student experience should be to meet with other graduate students to discuss common issues and problems. Although it was recognized that it was unlikely there would be another student in their specific field of study, there are common issues related to graduate work and research in general. The intent is to establish the Graduate Students' Association relatively early in the growth of the University so that the impact on the Students' Union can be minimized. Terry Royer indicated that he received a copy of the draft constitution. Quintin Steyнен added that the constitution has now been ratified unanimously by the Graduate Students' Association. The constitution had been prepared with consultation from Dana Andreassen and local lawyers. It was recognized that this represents a step in the maturation of graduate studies.

**8.2 Colleen Klein Scholarship for Native American Students**

MOTION: opn.2001.10.03

Cade/Horsman

That the Board of Governors authorize the establishment of the *Colleen Klein Scholarship for Native American Students*, in the amount of \$1,000 to be awarded annually to a Native American student who is enrolled in full-time studies in any of the faculties or school at The University of Lethbridge.

Motion: Carried

Terry Royer stated instead of presenting Premier Klein with a gift to mark the LINC opening, the *Colleen Klein Aboriginal Student Scholarship* was initiated. Terry Royer received feedback from the Premier's office stating the Premier was absolutely thrilled with the scholarship.

## **9. COMMITTEE REPORTS**

### **9.1 Finance Committee**

The Finance Committee met October 9. Rob Tilden, Investment Manager for Jarislowsky Fraser (JF) gave the 3<sup>rd</sup> quarter report, ending September 30. He stated the markets for 2001 have been very volatile with weak returns. Some sectors had negative returns for both the quarter and the year, however, overall, the U of L portfolio had a positive rate of return and the investment managers have done well relative to the benchmarks.

The report from COMSTAT for the quarter ending June 30, 2001 was also received by the Finance Committee. The manager met the performance standards for the Primary Balanced Fund, however, the Secondary Investment Performance Objective fell slightly short of the benchmarks. The benchmarks for Canadian and EAFE Equities were far exceeded. JF was in compliance with Investment Management policy with a minor exception that was corrected.

In referring to the Operating Fund Income Statement, prepared September 27, John Gray remarked that it is early in the fiscal year but the University is on target for a small surplus.

### **9.2 Executive Committee**

Terry Royer stated the Executive Committee met twice during the summer, June 21 and July 17. The primary function of the committee over the summer is to take care of housekeeping issues that do not require the full Board. He reported on actions of the Executive Committee from the minutes.

Ian Wishaw joined the meeting.

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

Seamus O'Shea, was at a Vice-President (Academic) meeting in Edmonton and Bill Cade summarized Dr. O'Shea's written report. Academically, the University has had a very good start with close to seven thousand students: 50 MA/MSc students, 10 MSc students in Management, which doubled class size, and 5 PhD students, all of whom are women.

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

**11.1 LINC Opening**

A wine & cheese reception was held for staff members on October 4 as a preview to the LINC building. Nancy Walker commended support staff on their efforts to organize events such as the LINC Opening.

**11.2 Linda Anderson**

Nancy Walker emphasized the importance of having support staff on the Board and welcomed Linda Anderson, who works in Financial Services, as the non-academic member to the Board.

**11.3 Auditor General's Report**

The Auditor General's Report was very good and the University can be proud of not having being mentioned in the report for several years. Nancy Walker reported the Auditor General is retiring at the end of this year.

**11.4 Campus Development Plan**

The Campus Development Plan will be brought forward to the Board next month. It was previously presented to GFC.

**11.5 New Buildings**

New buildings are on-line and the vacated Library space is being worked on by Helen Henderson in consultation with Deans and Directors. There is concern for the cost of renovations as departments are moved. There is only enough space to accommodate faculty and staff for 2-3 years based on Access programs and growth.

**11.6 Legacy Grant Application**

Gage has been hired to assist with work in support of the Legacy Grant Application.

**11.7 Budget**

Nancy Walker reported there is some concern about the budget over the next three years. Recent Government announcements related to funding and utilities rebates will impact the University's budget. Karen Clearwater will report further on this in the closed session.

**11.8 Fee Proposal**

The process for reviewing fees and charges is underway and the students are being consulted. The proposal will come to the Board at the December meeting.

**11.9 Meeting with Alberta Learning**

Nancy Walker reported she will be meeting with Alberta Learning to discuss the tuition fee cap issue and the U of L Business Plan.

**12. OTHER ITEMS FOR DISCUSSION**

**12.1 Jill Besplug**

Jill Besplug won \$50 thousand at the Calgary Stampede for barrel racing. She is a University of Lethbridge student from Claresholm, which she mentioned often in interviews. This gave the University a good amount of coverage, including front pages of newspapers. President Cade sent a letter of congratulations to her.

**12.2 LINC Donor's Wall**

The Institutional Advancement Committee is being provided \$20 thousand to construct a donor recognition wall in the foyer of the LINC building. The area will be called the *Great Hall* and will recognize supporters of the University for many years to come.

**12.3 ULFA Dinner**

Bill Cade reminded members that the Board/ULFA Dinner is being held tonight in AH100 at 5:30 p.m.

**12.4 Bench in Atrium**

James Horsman asked how the bench came to be in the atrium. Bill Cade stated that Administration is looking into it as it presents a safety hazard for the visually impaired and it will be moved.

**13. ADJOURNMENT**

MOTION: opn.2001.01.04

Cox/Young

That the Board of Governors Open session of October 16, 2001 be adjourned.

Motion: Carried