

UNIVERSITY OF REGINA BOARD OF GOVERNORS
Minutes of the Meeting of
Tuesday, 19 July 2011, Administration-Humanities 527

Present: S. Barber, B. Barootes, E. Bourassa, M. Brigham, L. Elliott, P. Maze, P. McLellan, K. Peterson, S. Pollon, W. Ready, V. Timmons

Resource: D. Button, T. Chase, L. Jankowski (recording secretary), B. Pollock, A. Revet

Regrets: D. Fitzpatrick

Call to order: 8:03 a.m.

Chancellor Ready introduced Elaine Bourassa and President Timmons introduced Mark Brigham to the Board.

1. Approval of the Agenda

“MacKenzie Art Gallery Inc. (MAGI) Funding Status Report and Recommendation Regarding Budget Allocation” was added to the agenda as a decision item under item 5.5.

Pollon -McLellan

Moved approval of the agenda as amended.

CARRIED

2. Approval of the Minutes

2.1 Board Meeting of 4 May 2011

There was a typo on Appendix 2 of the minutes; Mark Allen should read Mark Allan.

Maze - Ready

Moved approval of the minutes as amended.

CARRIED

3. Business Arising - None

4. Strategic Item(s)

4.1 University Financial Statements and Summary Financial Statements, Appendix 1 of the Agenda

Pollon- Ready

That the Board of Governors approves the:

1. *Financial Statements of the University of Regina for the year ended April 30, 2011, as circulated; and,*
2. *Summary Financial Statements of the University of Regina for the year ended April 30, 2011, as circulated.*

S. Pollon, Chair of the Audit and Risk Management Committee, presented the financial statements. Pollon noted that the provincial auditors pointed out several grammatical errors which management is aware of and has a good understanding.

It was noted that the Vacation Pay and Pension Accrual fund identified in Statement 4 of the

financial statements had a significant change in its expenses from last year mainly due to changing interest rates.

The question was called on the motion.

CARRIED

- 4.2 Financial Statements for the Pension Plan for the Academic and Administrative Employees of the University of Regina and the University of Regina Non-Academic Pension Plan for the year ending December 31, 2010, Appendix 2 of the Agenda

Pollon - Maze

That the Board of Governors approves:

1. *the financial statements of the Pension Plan for the Academic & Administrative Employees of the University of Regina for the year ended December 31, 2010 as circulated; and,*
2. *the financial statements of the University of Regina Non-Academic Pension Plan for the year ended December 31, 2010 as circulated.*

S. Pollon, Chair of the Audit and Risk Management Committee, presented the item. The Provincial Auditors reviewed the statements and there were no errors or adjustments to the statements.

Management is pleased with the statements and the pension plans are performing well as compared to other University pension plans.

The Audit and Risk Management Committee have asked the Provincial Auditor to have the audited financial statements ready to bring forward for approval at the May 2012 Board meeting in order to lessen the work load at the July meeting.

The question was called on the motion.

CARRIED

- 4.3 Draft Memorandum of Audit Observations, Appendix 3 of the Agenda

S. Pollon presented the item as Chair of the Audit and Risk Management Committee. Pollon distributed the draft letter from the Provincial Auditors, *appended to the Minutes as Appendix I*. The auditors identified the total net unadjusted errors to be \$66,000 with materiality of \$1.4 million.

The auditors identified one matter of concern with regards to the Gen-Five entity. It was noted that McDougall Gauley completed an analysis regarding ownership of Gen-Five which concluded that it is not a university entity.

The report from the analysis, completed by McDougall Gauley, will be provided to the Audit and Risk Management Committee and the Board at the September meetings.

- 4.4 2010-11 Draft Annual Report, Appendix 4 of the Agenda

Pollon - Elliott

That the Board of Governors approve the draft content for the 2010-11 Annual Report and authorize the President to approve additional material and amendments as necessary to satisfy the Provincial Auditor's requirements, consistent with the draft material.

S. Pollon, Chair of the Audit and Risk Management Committee presented the item. It was noted that there were revisions made to the Management Discussion and Analysis (MD&A) section of the report, *appended to the Minutes as Appendix 2*.

There was a discussion on the quality of the format and measures included in the document. Management agreed to provide an upgraded format and will also include better measures for next year's annual report.

The question was called on the motion.

CARRIED

4.5 2012-2013 Operations Forecast, Appendix 5 of the Agenda

P. McLellan, Chair of the Finance and Facilities Committee presented the item for information. It was noted that this document is a first draft, there will be minor changes made to the final document which will come to the Board for approval at the September Board meeting. President Timmons noted that the Ministry of Advanced Education, Employment and Immigration (AEEI) have asked management to include all priority initiatives in the Operations Forecast this year, rather than just submitting one priority item.

McLellan discussed all four sections of the report. There was an amendment made to the Operating Grant section. The committee recommended amending the fee increase range to be three to six per cent, instead of four to six percent.

There was a discussion on a number of the new initiatives listed on pages 2 and 3 of the document. It was suggested that the environmental and energy initiative could be combined as one initiative.

There was also a lengthy discussion on the 2014 North American Indigenous Games initiative. The Board recommended that management highlight the games in a separate section of the Operations Forecast since this is not a University of Regina initiative. It was pointed out that the Federation of Saskatchewan's Indian Nation (FSIN) was the lead on the bid for the games. President Timmons confirmed that she will meet with the provincial government and FSIN to discuss the funding and infrastructure needs for this initiative. Timmons will follow up with a letter to the Ministry of AEEI.

It was suggested that there should be more emphasis on the importance of sustaining capital in the Operations Forecast in order to highlight maintenance that is needed for the aging infrastructure on campus.

The committee recommended adding more detail to the major capital projects list, in particular, to the Interprofessional Health Innovation Centre and the North American Indigenous Games.

5. Administrative Item(s)

5.1 University of Regina Students' Union (URSU) Fee Increase for 2011-2012, Appendix 6 of the Agenda

McLellan - Peterson

That the Board of Governors approves to collect and remit a University of Regina Students' Union "Student Union Related Fee" increase of \$0.75 for Part Time students and \$1.45 for Full Time students effective September 1, 2011.

P. McLellan, Chair of the Finance and Facilities Committee presented the item which was brought forward by University of Regina Students' Union (URSU).

The question was called on the motion. CARRIED

5.2 Dissolution of the University of Regina's Crown Foundation, Appendix 7 of the Agenda

McLellan - Pollon

That the Board of Governors agrees with the University's recommendation to dissolve the Crown Foundation and directs the Administration to request that action by the Government of Saskatchewan.

P. McLellan, Chair of the Finance and Facilities Committee presented the item. It was suggested that management communicate the dissolution of the Crown Foundation to current and past University of Regina donors.

The question was called on the motion. CARRIED

5.3 Wind-up of Employees Charitable Donations plan, Appendix 8 of the Agenda

McLellan - Barootes

That the Board of Governors approves management to terminate the University of Regina Employees' Charitable Donations Plan (ECDP) and to dissolve the associated registered charity and non-profit entities.

It was noted there was a typo on the item. The second sentence should read, "The Plan is convenient for the employees with one monthly..."

The question was called on the motion. CARRIED

5.4 University of Regina Parking Bylaw Amendments, Appendix 9 of the Agenda

McLellan - Pollon

That the Board of Governors approves the following amendments to the main body and Appendix A of the University of Regina Parking Bylaws effective September 1, 2011:

1. *Add a penalty of \$100 for a violation associated with a fraudulent (altered) parking permit; and,*
2. *Amend the penalty amount for illegally (no active permit) parking in a reserved lot/stall from \$50 to \$100.*

P. McLellan, Chair of the Finance and Facilities Committee presented the item. It was noted that the University collects \$7.00 per ticket as an administration fee; the remainder of the fees goes to the City of Regina.

Discussion followed.

The question was called on the motion. CARRIED

5.5 MacKenzie Art Gallery Inc. (MAGI) Funding Status Report and Recommendation Regarding Budget Allocation, *circulated at the Board meeting*

McLellan - Timmons

That the Board of Governors approves the following budget allocation for 2011-12 for the \$300,000 additional funding now available due to the provincial government's recent decision to provide targeted funding through the University of Regina specifically for the MacKenzie Art Gallery:

<i>Scholarships</i>	<i>\$ 78,000</i>
<i>Provost Initiative Fund</i>	<i>\$ 20,000</i>
<i>Contingency Fund</i>	<i>\$ 114,000</i>
<i>Aboriginal Initiatives</i>	<i>\$ 88,000</i>
<i>Total</i>	<i>\$ 300,000</i>

P. McLellan, Chair of the Finance and Facilities Committee presented the item that was added to the agenda as a decision item, *appended to the Minutes as Appendix 3*. The committee recommended bringing the item to Board of Governors for approval.

President Timmons noted that the Deputy Minister from Advanced Education, Employment and Immigration has provided a verbal confirmation that the funding will be ongoing so Timmons has followed up with written correspondence.

The question was called on the motion.

CARRIED

6. Consensus Items

An omnibus motion was made on the following three motions.

McLellan - Pollon

6.1 Acting President Assignment, Appendix 10 of the Agenda

That the Board of Governors, in the absence of the President for periods of normal business travel, illness, or vacation, approve the following priority for Acting President be observed:

- 1. The Provost and Vice-President (Academic) or, if absent,*
- 2. The Vice-President (Research) or, if absent*
- 3. The Vice-President (Administration) or, if absent,*
- 4. The Vice-President (External Relations).*

If all the vice-presidents will be absent, the President may designate another member of the senior leadership team as Acting President for a period of not more than three days.

6.2 Appointment of University Member to the Academic and Administrative Benefits Committee, Appendix 11 of the Agenda

That the Board of Governors approve the appointment of Phillip R. Ollenberg as the University of Regina Faculty Association, Administrative, Professional and Technical (APT) Employees representative to the Academic and Administrative Benefits Committee.

6.3 Appointment of CUPE 1975-01 Representatives to the Non-Academic Benefits Committee, Appendix 12 of the Agenda

That the Board of Governors approve the appointment of Richard (Rick) Muzyka and Christopher (Chris) Sawicki as CUPE 1975-01 representatives to the Non-Academic Benefits Committee.

The question was called on the omnibus motion.

CARRIED

6.4 Key Messages, Appendix 13 of the Agenda

The Key Messages was provided for information.

(A recess was called at 9:10 a.m. and joined again at 9:23 a.m.)

7. Reports (*For Information*)

7.1 Chair, Verbal Report

- Discussed the Board members term dates and the need to establish better continuity for Board member terms in the future.
- The Board Evaluation Survey will be sent out electronically for the Board members to complete during the month of August.

7.2 Chancellor, *Verbal Report*

7.2.1 University of Regina Senate Report for 8 June 2011, Appendix 14 of the Agenda

Chancellor Ready presented the item for information.

7.3 President's Report, Appendix 15 of the Agenda

President Timmons presented the report for information and distributed an advertisement of the University Executive Team (UET), *appended to the Minutes as Appendix 4*. Timmons distributed an article in *Academica's Top Ten*, *appended to the Minutes as Appendix 5*.

The President provided highlights for the past year which included the following: an increase in enrolments; continued to implement the strategic plan; continued to improve administrative efficiencies; development of a strong leadership team with the addition of two new Vice-Presidents; implemented employment engagement initiatives (President's team held a team building session in June); continued to build strong relationships with the City of Regina, along with national and international partners; continued to build on the success of the UR Guarantee Program; made the 'Top 100 Women in Canada' list for three years in a row; smooth transitioning from the Liaison Office to the Administrative Services Contract with First Nations University of Canada (FNUiv); advocated for Libya Scholarship Program; successful Women's Inspiring Leadership Conference in March; launched the Centennial year with two successful events - President's Gala and Founder's Dinner and succeeded with presenting a balanced budget for the year.

K. Peterson congratulated President Timmons and Board Chair, Susan Barber for their outstanding leadership both locally and nationally.

7.3.1. Institutional Dashboard, Appendix 16 of the Agenda

The report was presented for information. President Timmons noted the following: the University is currently recruiting an Associate Vice-President

(Development); there have been added resources to the fundraising unit; there is a need to increase research funding; it was pointed out that the student's satisfied with quality education has increased from 84 to 94 percent.

Discussed the importance of investing time and money in funding research and the need to continue to monitor enrolments and retention in first and second year students at the University.

7.3.2 Strategic Question, Appendix 17 of the Agenda

There was a discussion on the strategic question, "What are the pros, cons, and risks to the University with regard to internationalization?"

7.4 URSU President, Appendix 18 of the Agenda

K. Peterson presented the report for information. Peterson highlighted the following items: URSU's new logo which realigns with the new brand for the Owl; representatives from URSU met with Minister Norris to discuss the need for more housing and childcare at the University; URSU is planning to advocate their priorities for the upcoming provincial election.

Chancellor Ready thanked Susan Barber for her outstanding leadership and service as Board Chair over the past two years. Barber will continue on as a member of the Board of Governors as Past Chair.

8. *In Camera Session I:* 10:09 a.m. (*L. Jankowski and University resources withdrew from the meeting except A. Revet*)

8.1 Board of Governors 2011-12, Appendix 19 of the Agenda

Pollon – Barootes

That the Board of Governors approves P. McLellan as Chair and L. Elliott as Vice-Chair for 2011-12, effective August 1.

The question was called on the motion.

CARRIED

Barootes – McLellan

That the Board of Governors approves the Standing Committee Membership for 2011-12 as indicated below.

AUDIT AND RISK MANAGEMENT COMMITTEE

Membership:

Four independent members of the Board

Stuart Pollon (Chair)

William Ready

Patrick Maze

Elaine Bourassa

DISTINGUISHED SERVICE AWARD COMMITTEE

Membership:

Chair of the Board (Committee Chair)

Paul McLellan

Chancellor

William Ready

President
Faculty Board Member

Vianne Timmons
Mark Brigham

FINANCE AND FACILITIES COMMITTEE

Membership:

President
Four other members of the Board

Vianne Timmons
Lee Elliott (Chair)
Kent Peterson
Mark Brigham
Stuart Pollon

GOVERNANCE COMMITTEE

Membership:

Chair of the Board (Committee Chair)
Vice-Chair (Committee Vice-Chair)
Past Chair of the Board
Chancellor
President

Paul McLellan
Lee Elliott
Susan Barber
William Ready
Vianne Timmons

HUMAN RESOURCES COMMITTEE

Membership:

Chancellor
President
Three other members of the Board

William Ready
Vianne Timmons
Brenda Barootes (Chair)
Patrick Maze
Elaine Bourassa

The question was called on the motion.

CARRIED

(A. Revet withdrew from the meeting at 10:15 a.m.)

9. *In Camera Session 2:* 10:25 a.m. (President Timmons withdrew)

Three motions were made *in camera* regarding the President's annual performance review, compensation and term renewal. The minutes from this section are held confidentially in the official file.

10. Items for Information

The following items were received for information:

Audit & Risk Management

- 10.1 Draft Minutes of the Audit & Risk Management Committee of 3 May 2011, Appendix 20 of the Agenda
- 10.2 Meeting of the Audit & Risk Management Committee of 18 July 2011, Appendix 21 of the Agenda

Finance & Facilities

- 10.3 Draft Minutes of the Finance & Facilities Committee of 3 May 2011, Appendix 22 of the Agenda
- 10.4 Meeting of the Finance & Facilities Committee of 18 July 2011, Appendix 23 of the Agenda,

Governance and Nominations

- 10.5 Draft Minutes of the Governance and Nominations Committee of 3 May 2011, Appendix 24 of the Agenda
- 10.6 Meeting of the Governance and Nominations Committee of 18 July 2011, Appendix 25 of the Agenda

Human Resources

- 10.7 Draft Minutes of the Human Resources Committee of 3 May 2011, Appendix 26 of the Agenda
- 10.8 Meeting of the Human Resources Committee of 18 July 2011, Appendix 27 of the Agenda

11. Adjournment – 11:08 a.m. Moved by Ready.

Annette Revet
University Secretary



Susan Barber
Chair