UNIVERSITY OF REGINA BOARD OF GOVERNORS  
Minutes of the Meeting of  
Wednesday, 7 December 2011, Administration-Humanities 527

Present: B. Barootes, E. Bourassa, M. Brigham, P. Maze, P. McLellan (Chair), K. Peterson, S. Pollon, W. Ready, V. Timmons

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

Regrets: S. Barber, L. Elliott, D. Fitzpatrick

Call to order: 10:15 a.m.

Chair, Paul McLellan provided a welcome to all in attendance. McLellan extended congratulations to President Timmons for being inducted into the Top 100 Women in Canada’s Hall of Fame held in Toronto.

P. McLellan, Chair asked the Board of Governors to declare a conflict of interest should they have one with any of the items discussed at the meeting.

1. Approval of the Agenda

Barootes - Bourassa
Moved approval of the agenda as circulated. CARRIED

2. Approval of the Minutes

2.1 Board Meeting of 13 September 2011

Brigham - Maze
Moved approval of the minutes as circulated. CARRIED

3. Business Arising

3.1 Representative Workforce – Increasing Aboriginal Representation, Appendix 1 of the Agenda

President Timmons presented the item for information. Timmons noted that an Aboriginal Advisory Circle was formed to recruit aboriginal students and to help guide management on an aboriginal strategy for the University. Timmons added that a full time person will be hired in early 2012 to support the Advisory Circle.

Timmons confirmed there will be an information item coming to the Board at the February 2012 meeting that will include the overarching strategy and targets around aboriginal recruitment and retention of students and recruitment of staff.

Timmons will follow up with Human Resources on the language and definitions used to self declare for a disability, as well as the gender category on enrolment forms.

(S. Pollon joined the meeting at 10:20 a.m.)

4. Strategic Item(s)

4.1 Performance Measurement Framework, Appendix 2 of the Agenda
S. Pollon presented the item to the Board. It was noted that the framework is a work in progress document but is moving to include measurable and targets to be linked to goals in the Strategic Plan. Pollon added that the final document will be presented at the February 2012 Board meeting.

There was a further discussion on measurable.

Pollon- Bourassa
*That the Board of Governors approves the measures (Attachment A) that have been recommended to monitor the institution’s goals in meeting the mission and vision of its strategic plan, mâmawohkamâtowin: Our Work, Our People, Our Communities.*

The question was called on the motion. CARRIED

5. Administrative Item(s)

5.1 Canadian Centre for Public Safety and Policing (CCPSP), Appendix 3 of the Agenda

S. Pollon presented the item and noted that management have been working on the development of this centre over the past two years and material was previously brought to the Board. Funding is needed for the centre and it is included in the Operations Forecast that was presented to Treasury Board.

President Timmons confirmed that the centre would be set up as self sustaining and would be a multi-year initiative.

Pollon - Brigham
*That the Board of Governors approves the establishment of the Canadian Centre for Public Safety and Policing as a Type I University centre in accordance with the constitution (Attachment A) effective immediately through to June 30, 2016, renewable subject to the review process.*

The question was called on the motion. CARRIED

5.2 Clean Energy Technologies Institute (CETI), Appendix 4 of the Agenda

S. Pollon presented the item and noted there was a friendly amendment made to the original motion that was recommended from the Finance and Facilities Committee, the amended motion is below.

Pollon - Timmons
*That the Board of Governors approves the establishment of the Clean Energy Technologies Institute as a Type I University centre in accordance with the attached constitution (Attachment A) effective immediately through to June 30, 2016, renewable subject to the review process and review of the business plan and budget at the February 2012 meeting.*

Pollon noted that the amendment is necessary in order to proceed with possible receipt of funding but the Board will have final approval at the February 2012 meeting once they review the business plan and budget for the centre.
President Timmons mentioned that the institute is currently a Type II Institute managed by the Faculty of Engineering and Applied Science. As a Type I Centre, the mandate broadens and will be under the Vice-President (Research).

The question was called on the amended motion. CARRIED

5.3 Provincial Auditor’s Audit Planning Memorandum, Appendix 5 of the Agenda

S. Pollon presented the item and noted the Audit and Risk Management Committee recommended that the full financial statements be added to the Annual Report instead of preparing summarized financial statements. The draft plan will be updated to include this recommendation.

There was a correction to page 27 of Attachment A. Heather Mitchell should read Heather Anderson.

Pollon - Ready
That the Board of Governors approves the draft 2012 Audit Planning Memorandum (Attachment A) prepared by the Office of the Provincial Auditor of Saskatchewan.

The question was called on the motion. CARRIED

5.4 Internal Audit Policy, Appendix 6 of the Agenda

S. Pollon presented the item and viewed the policy as a logical extension of how some organizations are moving to a changing environment in order to manage risks more efficiently and to provide operational auditing functions. This office complements the Enterprise Risk Management office.

Pollon noted that there was a friendly amendment to page 2 of Attachment A in the policy. Under point 3 the second sentence of the second paragraph should read, “Internal Audit will meet with the Audit Committee in an in camera session at every meeting or more frequently at the request of either the auditor, the Executive Director, University Governance of the Chair, Audit and Risk Management Committee.”

Pollon - Bourassa
That the Board of Governors approves the Internal Audit Policy (Attachment A) which establishes the role and mandate of Internal Audit for the University of Regina. This function will be staffed, pursuant to budget availability, in early fiscal 2012-13.

The question was called on the motion. CARRIED

5.5 Fair Value Accounting Election for Financial Statements, Appendix 7 of the Agenda

S. Pollon presented the item and noted that due to changes with the new accounting standards, management does not elect to undertake a one-time capital asset revaluation to fair value when transitioning to the new standards due to cost implications with no benefits.

President Timmons noted that management will provide an information item at the next Audit and Risk Management Committee meeting that includes the University of Regina’s land holdings including any restrictions that there may be with these holdings.

Pollon - Maze
That the Board of Governors approves that the University maintains its current basis of historical cost accounting for its capital assets, and does not elect to undertake a one-time capital asset revaluation to fair value when transitioning to the new accounting standards, effective for the April 30, 2013 financial statements.

The question was called on the motion. CARRIED

5.6 College West HVAC Capital Project Phase 2 – Project Change Approval, Appendix 8 of the Agenda

S. Pollon presented the item. D. Button will follow up with Financial Services to clarify if this project is accounted as a capital asset or expenditure in the financial statements.

Pollon - Brigham
*That the Board of Governors approve the revised estimate for the College West HVAC Phase 2 project of $1,650,000 with an estimated expenditure of $1,200,000 in 2011-12 and $450,000 in 2012-13.*

The question was called on the motion. CARRIED

5.7 Process for Presidential Performance Reviews, Appendix 9 of the Agenda

P. McLellan presented the item and noted that most presidential performance reviews are done on an annual basis. The review is built on the same process used last year.

Ready - Maze
*That the Board of Governors approves the Process for Presidential Performance Reviews (Attachment A) revised in November 2011 from the original process approved in December 2005.*

The question was called on the motion. CARRIED

5.8 Amendment to Policies and Procedures Governing Board Operations, Appendix 10 of the Agenda

Peterson - Brigham
*That the Board of Governors approves an amendment to 4.6 (7) of the Board of Governors Handbook to read:*

“Board meetings shall be open for the public to attend, including but not limited to: students, faculty members, employees, and the media, except in circumstances where the board moves to make a meeting – or any part thereof – a closed meeting. The Vice-Presidents and University Secretary are regular attendees.”

K. Peterson presented the item for discussion. There was a discussion on the pros and cons of open and closed meetings.

The question was called on the motion. DEFEATED

5.9 Endorsement of the National Day of Action, Appendix 11 of the Agenda

Peterson - Maze
That the Board of Governors and the University of Regina support the call for reducing tuition fees, dropping student debt, and increasing education funding and endorse the Education is a Right campaign, as well as join local events on the National Day of Action on February 1st, 2012.

K. Peterson presented the item for discussion. Discussion followed.

The question was called on the motion. DEFEATED

5.10 Key Messages, Appendix 12 of the Agenda

The item was presented for information.

(There was a break at 11:50 a.m. and the meeting reconvened at 12:15 p.m.)

6. Consensus Items

An omnibus motion was made on the following five motions.

Pollon - Maze

6.1 Statement of Investment Policies and Goals – University of Regina Pension Plans, Appendix 13 of the Agenda

That the Board of Governors approve the 2011 Statements of Investment Policies and Goals for the Academic and Administrative Pension Plan – Part 1 of 2 Defined Benefit Component (Attachment A) and Part 2 of 2 Defined Contribution Component (Attachment B) and the Non-Academic Pension Plan (Attachment C).

6.2 Non-Academic Pension Plan Funding Policy, Appendix 14 of the Agenda

It was pointed out that there was a friendly amendment to page 4 of Attachment A. The first bullet should read, “Assets are invested in a master trust with the Academic and Administrative Pension Plan (Defined Benefit Component).”

That the Board of Governors approves the Non-Academic Pension Plan Funding Policy as attached.

6.4 Discontinuation of Financial Statements for the Master Trust, Appendix 16 of the Agenda

That the Board of Governors approves that the University discontinue the preparation for audit of Financial Statements for the University of Regina Master Trust, effective for the December 31, 2012 fiscal year-end.

6.5 Senate Bylaws – Revision – Fall 2011, Appendix 17 of the Agenda

That the Board of Governors approves the revised Senate Bylaws as recommended by Senate which was updated to reflect the legislated changes to The University of Regina Act (2011) which were passed in Spring 2011, as well as several housekeeping changes.

It was pointed out that there was an error on 6.4.3 page 26 of Attachment B; Geography should not be included under the Faculty of Science. This error will be reported back to
Senate in 2012.

6.6 2012 – 2013 Board Meeting Schedule, Appendix 18 of the Agenda

That the Board of Governors approve the 2012-2013 Board Meeting Schedule (August 2012 to July 2013) as attached. Revisions to the schedule may be made in consultation with the Board Chair and President.

The 2012-2013 Board Meeting Schedule is appended to the Minutes as Appendix 1.

The question was called on the omnibus motion. CARRIED

6.3 Policy Regarding Year-End Departmental Operating Budget Surpluses, Appendix 15 of the Agenda

M. Brigham declared a conflict of interest and abstained from voting on the motion.

Pollon - Peterson

That the Board of Governors approves the revised policy number 50.30 Year-End Departmental Operating Budget Surpluses.

The question was called on the motion. CARRIED

7. Reports (For Information)

7.1 Chair, Verbal Report

P. McLellan mentioned that the Protocol Agreement between the Ministry of Advanced Education, Employment and Immigration (AEEI), the University of Regina and the University of Saskatchewan is close to being final. The Government of Saskatchewan is working to have a new Order in Council appointment in early 2012, as well as confirmation of the renewals.

7.2 Chancellor, Verbal Report

7.2.1 University of Regina Senate Report for 14 October 2011, Appendix 19 of the Agenda

The Chancellor presented the report for information.

7.3 President’s Report, Appendix 20 of the Agenda

President Timmons presented the report for information and noted that she presented the Operations Forecast to the Treasury Board last week and it was well received. The President also added that she has received positive comments regarding the community connection tours.

7.3.1 Institutional Dashboard, Appendix 21 of the Agenda

The report was presented for information.

7.3.2 Strategic Question, For Discussion

There was a discussion on the following strategic questions:
What are the Board members’ thoughts on the government relations session held today?

What other areas would board members like considered for future professional development in their roles as University of Regina directors?

Discussion followed.

P. McLellan asked Board members to send him additional comments or feedback regarding the government relations session and any discussion topics for future meetings.

It was noted that some Board members would like to see a list of questions provided to the Board in advance of the Board meeting so they can prepare.

7.4 URSU President, Appendix 22 of the Agenda

K. Peterson presented the report for information. Peterson pointed out that URSU will be meeting with Minister Norris this week to discuss topics from “Our Future Is Now Campaign”.

(L. Jankowski withdrew from the meeting at 12:50 p.m. and K. Kummerfield joined the meeting.)

8. **In Camera Session I:** 12:50 p.m.

At 12:52 p.m. M. Brigham left the meeting due to a conflict and returned at 1:30 p.m.

(At 1:35 p.m. S. Pollon left for the balance of the meeting. A. Revet and President Timmons and all resources withdrew from the meeting at 1:35 p.m.)

9. **In Camera Session II:** 1:35 p.m.

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 12 September 2011, Appendix 23 of the Agenda
10.2 Meeting of the Audit & Risk Management Committee of 6 December 2011, Appendix 24 of the Agenda

**Finance & Facilities**
10.3 Draft Minutes of the Finance & Facilities Committee of 12 September 2011, Appendix 25 of the Agenda
10.4 Meeting of the Finance & Facilities Committee of 6 December 2011, Appendix 26 of the Agenda

**Governance and Nominations**
10.5 Draft Minutes of the Governance and Nominations Committee of 12 September 2011, Appendix 27 of the Agenda
10.6 Meeting of the Governance and Nominations Committee of 6 December 2011, Appendix 28 of the Agenda

**Human Resources**

10.7 Draft Minutes of the Human Resources Committee of 12 September 2011, Appendix 29 of the Agenda

10.8 Meeting of the Human Resources Committee of 6 December 2011, Appendix 30 of the Agenda

11. **Adjournment** – 1:49 p.m. Moved by Maze.

Annette Revet  
University Secretary

Paul McLellan  
Chair