UNIVERSITY OF REGINA BOARD OF GOVERNORS
Minutes of the Meeting of
Tuesday, 10 September 2013, Administration-Humansities 527

Present: E. Bourassa, M. Brigham, L. Elliott (Chair), P. Klein, D. Kwochka, P. Maze, P. McLellan, N. Sgrazzutti, V. Timmons, C. Warner

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

Guests: E. Boyle, N. Wagner

Regrets: J. Tomkins

Call to order: 8:00 a.m.

Chair Lee Elliott provided a welcome to all at the meeting.

L. Elliott asked the Board of Governors to declare a conflict of interest should they have one with any of the items discussed at the meeting. P. McLellan declared a conflict of interest with the Residence Project. Elliott also reminded Board members that the discussion at the meeting is confidential.

1. Approval of the Agenda

Item 3.3 was postponed.

Item 5.1 Approval to Increase the Budget of the Project to Construct a 605 Bed Residence, 150 Car Parkade and 90 Child Daycare (hereinafter called the Residence Project) to $83,000,000 from $73,700,000 and to Approve the Borrowing of $58,500,000 in Support of the Residence Project was added to the agenda as a decision item.

Sgrazzutti - Brigham
Moved approval of the agenda as amended. CARRIED

2. Approval of the Minutes

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

3. Business Arising

3.1 Presentation on ‘Deferred Maintenance & Recapitalization’

N. Wagner, Associate Vice-President (Facilities Management) and E. Boyle, Director of Maintenance and Utilities gave a presentation to the Board.

Discussion followed.

L. Elliott thanked both Emmet and Nelson for the presentation.

(N. Nelson and E. Boyle withdrew from the meeting at 8:40 a.m.)
3.2 Boardbook Distribution and Amendment to Board Bylaw 3.4.3, Appendix 1 of the Agenda

McLellan - Kwochka

That the Board of Governors approves the following amendment to Board Bylaw 3.4.3:

3.4.3 Access to Board Information

Official copies of Board minutes and agendas are retained in the University Secretary’s Office and in the University Archives.

Public access to Board agenda materials and minutes will be provided only through the University Secretary in accordance with The Local Authority Freedom of Information and Protection of Privacy Act.

The office of the Provincial Auditor will receive a copy of the Board agenda (without supporting information) and the Audit and Risk Management Committee meeting agenda (that include the Provincial Auditor) prior to every regularly scheduled meeting of the Board of Governors.

The Minister’s office will receive a copy of the Board agenda (with supporting information) prior to every regularly scheduled meeting of the Board of Governors.

The University Secretary will provide a record of decisions taken after each regularly scheduled meeting of the Board of Governors to the Minister’s office and the office of The Provincial Auditor.

The following materials will also be posted on the Board’s webpage:
http://www.uregina.ca/presoff/board/index.shtml

a. Board Agenda (summary page and not appendices)
   b. Regular reports of the President to the Board
   c. Minutes of Board meetings once approved by the Board (subject to any redactions that may be required in respect of in camera matters).

D. Kwochka presented the item and reported that President Timmons and P. McLellan met with the Minister to discuss the distribution of Board Agenda materials and it was agreed that the Minister’s office for Advanced Education would get access to use Boardlink to view the agenda and supporting information for future Board Meetings.

Revet will follow-up with Boardlink and Information Services to review security risks with iPads.

The question was called on the motion. CARRIED

3.3 Funding Model Review, Appendix 2 of the Agenda

C. Warner reported that the item was postponed following a discussion at the Finance and Facilities Committee meeting on September 9th. It was noted that the motion will be postponed until President Timmons can discuss with the Minister.
4. Strategic Item(s) - None

5. Administrative Item(s)

(P. McLellan withdrew from the meeting at 8:57 a.m. due to a conflict of interest with item 5.1)

5.1 Approval to Increase the Budget of the Project to Construct a 605 Bed Residence, 150 Car Parkade and 90 Child Daycare (hereinafter called the Residence Project) to $83,000,000 from $73,700,000 and to Approve the Borrowing of $58,500,000 in Support of the Residence Project.

Warner – Kwochka

1. That the Board approves the increase of the project budget to $83,000,000 to enable tendering and award for all remaining subcontracts, including but not limited to: superstructure concrete, exterior shell, mechanical, electrical, interior finishes and landscaping.

2. That the Board approves borrowing in support of the project up to $58,500,000 for the following sub components of the project:
   a. Residences $ 51,000,000
   b. Parkade $ 4,300,000
   c. Daycare $ 1,200,000
   d. Course of Construction Financing $ 2,000,000

The preceding approval is again requested in advance of receiving the Orders in Council (OIC) authorizing the University to borrow sufficient funds to pay for the University’s share of this project (Section 71 (2)). Note that the agency responsible for completing this approval has indicated full support of the project, but has yet to undertake the administrative process of completing the OIC.

C. Warner presented the item which was distributed to the Board and is appended to the Minutes as Appendix 1. Warner reported that tenders came back higher than expected, in particular with the mechanical and electrical tenders. It was reported that the Board does not have authority to approve this item without an Order in Council according to The University of Regina Act. Warner noted that the Finance and Facilities Committee discussed and felt the approval is necessary at this time due to the urgency of completing the project by September 2015 and the committee is confident that the provincial government will fund the project. It was noted that both the Board and management are uncomfortable with this process and management will work hard to get an Order in Council as soon as possible.

Warner also reviewed the funding scenarios that were listed in the item. It was noted that management is currently working towards scenario three but hopes for scenario six.

Management reported that they will report on the feasibility of the residence project at the next meeting.

The question was called on the motion. CARRIED

(The Board had a brief recess at 9:35 a.m. and reconvened at 9:45 a.m. P. McLellan rejoined the meeting at 9:45 a.m.)
5.2 The Centre for Collaboration, Justice and Safety – a Type I Institute, Appendix 3 of the Agenda

Warner - Kwochka

That the Board of Governors approves the consolidation of two Type I Institutes, the Saskatchewan Justice Institute (SJI) and the Canadian Centre for Public Safety and First Responders (CCPSFR), into a single Type I Institute, to be known as The Centre for Collaboration, Justice and Safety.

That the Board of Governors approves the constitution (Attachment 1) of The Centre for Collaboration, Justice and Safety and repeals the constitutions of the Saskatchewan Justice Institute and the Canadian Centre for Public Safety and First Responders.

C. Warner presented the item for approval. It was reported that the Finance and Facilities Committee amended the name to be changed to ‘The Collaborative Centre for Justice and Safety’ to better align with the mandate of the Centre. The motion and Constitution will be amended to reflect the new name.

The question was called on the amended motion. CARRIED

5.3 Board of Governors – 2013-14 Annual Work Plan and Reporting, Appendix 4 of the Agenda

Kwochka - McLellan

That the Board of Governors approves the Board of Governors Annual Work Plan for 2013-14.

The question was called on the motion. CARRIED

5.4 Policies – Audit and Risk Management Committee, Appendix 5 of the Agenda

Bourassa - Maze

That the Board of Governors approves the following policy and related declarations:

- GOV-022-010 Conflict of Interest and Conflict of Commitment (Attachment A)
- Conflict of Interest, Conflict of Commitment, and Confidentiality Declaration (Board, Senate, and Committees) (Attachment B)
- Conflict of Interest, Conflict of Commitment, and Confidentiality Declaration (Employee) (Attachment C)

The question was called on the motion. CARRIED

5.5 Policies – Finance and Facilities Committee, Appendix 6 of the Agenda

Warner - Kwochka

That the Board of Governors approves the following policies:

- GOV-020-005 Naming Buildings, Facilities, and Academic Units (Attachment A)
- GOV-030-010 Donating to or Sponsoring External Groups and Causes (Attachment B)
- GOV-030-012 Political Donations and Sponsorships (Attachment C)
- OPS-010-045 Management of Assets (Attachment D)

The question was called on the motion. CARRIED
5.6 Policies – Governance and Nominations Committee, Appendix 7 of the Agenda

Kwochka - McLellan

*That the Board of Governors approves the following revised policies:*
- **GOV-050-010 Use of Copyright Materials (Attachment A) and Fair Dealing Guidelines (Attachment B)**
- **GOV-070-005 Records and Information Management (Attachment C)**

The question was called on the motion. CARRIED

5.7 Policies – Human Resources Committee, Appendix 8 of the Agenda

Maze - Bourassa

*That the Board of Governors approves policy EMP-010-030 Out-of-Scope Academic Administrative Appointments (Attachment A).*

The question was called on the motion. CARRIED

5.8 Key Messages, Appendix 9 of the Agenda

D. Kwochka presented the item for information. Discussion followed on the upcoming Council meeting. Several Board members expressed an interest to attend the meeting.

(Items 5.9 and 5.10 were added to the agenda following the discussion with item 7.4. K. Kummerfield joined the meeting for items 5.9 and 5.10)

5.9 Canadian Union of Public Employees’ Union (CUPE 5791) – Tentative Agreement with the University of Regina, *distributed confidentially*

Maze – Bourassa

*That the Board of Governors approve the tentative agreement reached with CUPE for a new three-year collective agreement, covering the period January 1, 2013 to December 31, 2015, subject to ratification by the membership.*

K. Kummerfield presented the item and noted she is pleased with the outcome of this agreement which was negotiated within the parameters and guidelines from discussions with the Human Resources Committee. It was reported that the union will take this tentative agreement to the membership this week. It was also noted that this agreement allows the University to file a complete valuation.

The decision item is *appended to the Minutes as Appendix 2.*

The question was called on the motion. CARRIED

5.10 2012 Actuarial Valuation of the University of Regina Non-Academic Pension Plan, *distributed confidentially*

Maze – Bourassa

*That the Board of Governors approve the University file the actuarial valuation at December 31, 2012 for the University of Regina Non-Academic Pension.*
The decision item is appended to the Minutes as Appendix 3.

The question was called on the motion. CARRIED

6. Consensus Items

6.1 2013-14 Terms of Reference for the Board of Governors and its Standing Committees, Appendix 10 of the Agenda

McLellan - Kwochka

That the Board of Governors approves the Terms of Reference for the Board of Governors and its Standing Committees for 2013-14.

It was noted that there were minor edits made at the committee meetings. P. Maze reported that the Human Resources work plan was amended. The sixth activity from the bottom of page 2 should read ‘Collective agreements update and approval – as required’.

The question was called on the motion. CARRIED

E. Bourassa reported that the Audit and Risk Management committee discussed the detailed plan for the recommendations from the Provincial Research Audit. It was also noted that management continues to work to find a candidate for the role of Internal Auditor.

7. Reports (For Information)

7.1 Chair, Verbal Report

The Chair gave an update on the following items:

- Module 3 of the Governor Development and Certification Program will be held on September 13th and 14th in Regina.
- The Board of Governors dinner will be held on September 13th at the University Club.
- President Timmons and the Chair met with the Vice President of CTV to discuss the media coverage held last week on the University audits.

7.2 Chancellor, Verbal Report

Chancellor Tomkins was not able to attend the meeting. President Timmons reported that the Installation of Chancellor Jim Tomkins would be held at the Fall Convocation on October 19th and the Honorary Degree recipient is k.d. lang.

7.3 President’s Report, Appendix 11 of the Agenda

President Timmons clarified that the second and third bullet on page 7 were reported incorrectly. The first bullet should read that an information item is included in the Board package to be discussed in camera and there was no further information regarding the RFP process for the FNUniv presidential search in the second bullet.

The Board congratulated President Timmons for receiving the Red Cross Humanitarian Award which will be presented to her at the dinner on September 12th.
7.3.1 Admissions and Registration Update for Fall 2013, Appendix 12 of the Agenda

The report was presented for information.

7.4 URSU President, Appendix 13 of the Agenda

N. Sgrazzutti presented the report for information. Sgrazzutti also reported on the increase of executive wages at URSU, the upcoming Council Meeting, welcome week and the recent incident at St. Mary’s University.

P. Maze reported that two In Camera decision items discussed at the Human Resources Committee should be discussed at the Board meeting. The two decision items were added to the Administrative Item(s) as items 5.9 and 5.10.

(L. Jankowski withdrew at 11:36 a.m.).

8. In Camera Session I: 11:36 a.m.

8.1 CUPE 5791 Pension and Negotiation Update, to be distributed confidentially

Discussion and approval is noted under item 5.9 and 5.10 of the agenda.

8.2 First Nations University of Canada, distributed confidentially

The item is appended to the official file.

(At 11:45 a.m., the Vice-President’s withdrew from the meeting.)

8.3 2013 Board Evaluation Summary Report, Appendix 14 of the Agenda

The information item was discussed.

8.4 In Camera Board Minutes of 16 July 2013, distributed confidentially

McLellan - Sgrazzutti

Moved approval of the Minutes as circulated.

CARRIED

(President Timmons withdrew from the meeting at 11:50 a.m.)

9. In Camera Session II: 11:50 a.m.

10. Items for Information

The following items were received for information:

Audit & Risk Management

10.1 Draft Minutes of the Audit and Risk Management Committee of 15 July 2013, Appendix 15 of the Agenda

10.2 Meeting of the Audit & Risk Management Committee of 9 September 2013, Appendix 16 of the Agenda
Finance & Facilities
10.3 Draft Minutes of the Finance & Facilities Committee of 15 July 2013, Appendix 17 of the Agenda
10.4 Meeting of the Finance & Facilities Committee of 9 September 2013, Appendix 18 of the Agenda

Governance and Nominations
10.5 Draft Minutes of the Governance and Nominations Committee of 12 July 2013, Appendix 19 of the Agenda
10.6 Meeting of the Governance and Nominations Committee of 9 September 2013, Appendix 20 of the Agenda

Human Resources
10.7 Draft Minutes of the Human Resources Committee of 15 July 2013, Appendix 21 of the Agenda
10.8 Draft In Camera Minutes of the Human Resources Committee of 15 July 2013, distributed confidentially
10.9 Meeting of the Human Resources Committee of 9 September 2013, Appendix 22 of the Agenda

11. Adjournment – 12:04 p.m. Moved by Kwochka.

Annette Revet
University Secretary

Lee Elliott
Chair