

UNIVERSITY OF REGINA BOARD OF GOVERNORS
Minutes of the Meeting of
Tuesday, 8 March 2016, Administration-Humanities 527

Present: E. Bourassa (teleconference call), G. Bosgoed, R. Brandvold, M. Brigham, P. Klein, D. Kwochka (Chair), P. Maze, D. Peters, V. Timmons, J. Tomkins, C. Warner

Resource: D. Button, T. Chase, L. Jankowski (recording secretary), D. Malloy, G. Sylvestre

Guest: D. Eisler

Call to order: 8:00 a.m.

Chair D. Kwochka provided a welcome to all at the meeting and introduced new Board member G. Bosgoed. The Chair thanked the Board for attending the dinner and presentation held the evening prior to the meeting.

The Chair asked Board members to declare a conflict of interest should they have one with any of the items discussed at the meeting. M. Brigham declared a conflict should any discussions arise associated with the landscaping at the new residence building.

1. Approval of the Agenda

Maze - Brigham

Moved approval of the agenda as circulated.

CARRIED

2. Approval of the Minutes

2.1 Approval of the Minutes from the Meeting of 8 December 2015

Warner - Peters

Moved approval of the minutes as circulated.

CARRIED

2.2 Approval of the Minutes from the Online Vote of 14 December 2015

Brigham - Peters

Moved approval of the minutes as circulated.

CARRIED

3. Business Arising - None

4. Strategic Item(s)

4.1 Strategic Presentation (*Opportunities and Elections: Government Relations in 2016*)

President Timmons introduced Dale Eisler, Senior Advisor, Government Relations who gave a Powerpoint presentation to the Board regarding relationships with all levels of government.

Discussion followed. The Chair thanked D. Eisler for his presentation.

The presentation is *appended to the official file*.

(The Board had a brief recess following the presentation and D. Eisler withdrew from the meeting at 8:54 a.m. The meeting reconvened at 9:04 a.m.) The President distributed cookies to the Board to invite them to the Prairie Kitchen Party fundraiser event to be held on May 8th.

4.2 2017-2018 Operations Forecast, Page 55 of the Agenda

P. Klein presented the item for information and highlighted the discussion held at the committee meeting the day prior.

4.3 University's 10 Year Capital Plan to the Province, Page 59 of the Agenda

Klein - Peters

That the Board of Governors approve the Facilities Management (FM) projects listed in Table 1 for submission to the Ministry of Advanced Education (due March 15, 2016) for incorporation into the SaskBuilds/Province Wide 2017-2018 Integrated Capital Plan.

P. Klein presented the item for approval and reported that the attached list includes ongoing projects brought forward for both capital and maintenance projects in the plan. Discussion followed.

Following the discussion, it was agreed there would be a friendly amendment to remove the Kisik Towers New Construction project from the list since this project is complete, and to move College Avenue Campus to the number one priority. Management plans to advocate separately to the provincial government regarding the shortfall in government funding for the construction of the new residence building.

Management addressed all questions raised.

The question was called on the motion.

CARRIED

4.4 2016 University Campus Master Plan, Page 62 of the Agenda

Klein - Brigham

That the Board of Governors approve the content of the final draft 2016 Campus Master Plan included as Attachment A, and authorize the President to approve the full-text version, consistent with the draft, for implementation and distribution to the campus community.

P. Klein presented the item for approval and noted that the plan will go to the Wascana Centre Authority Board for approval and then will be announced to public following the election.

D. Peters suggested a few minor edits be made to the plan as friendly amendments which are non material changes and management will take these minor edits into consideration when finalizing the document which include the following:

P.66 (of the plan) - "Building entrances should provide a sense of transition from outside to inside." Should probably be reformulated to make it clear they're talking about design and not function (which would be obvious).

P.80 - the dining hall name should perhaps be changed as it is not the final name and perhaps include a term such as 'multi use space'.

The question was called on the motion.

CARRIED

5. Administrative Item(s)

- 5.1 FNUniv: Termination of the Advisory Services Agreement with a Transitional Agreement, Page 192 of the Agenda

C. Warner presented the item for information.

- 5.2 Procurement Reporting, Page 208 of the Agenda

Warner - Maze

That the Board of Governors approves the following method of reporting to the Board about non-major-capital procurement activities, including any major concerns related to non-compliance with Procurement Policies:

- *No reporting is required on day-to-day operational procurement activities*
- *The Vice-President (Administration) will inform the Board of any major procurement policy violations.*

C. Warner presented the item for approval and noted this is work done by the Provincial Auditor to ensure the Board has a process in place to revisit the reporting of procurement activities. Warner also summarized the discussions held the day prior at the Committee meeting with representatives from the Provincial Auditor's office who indicated satisfaction with the method of reporting.

The question was called on the motion.

CARRIED

- 5.3 Health Systems Management Master's Certificate Tuition, Page 211 of the Agenda

Klein - Brigham

That the Board of Governors approve a change in the tuition rate for courses in the Health Systems Management Master's Certificate program so that it equals the rate for courses in the Master of Health Administration program, the change to be effective immediately, with students currently enrolled in the Health Systems Management Master's Certificate continuing to be charged the MPA course tuition rate until they complete the Health Systems Management Master's Certificate.

P. Klein presented the item for approval and also summarized the discussions held the day prior at the committee meeting. All questions were addressed.

The question was called on the motion.

CARRIED

- 5.4 Projects for the Anticipated New Federal Infrastructure Program, Page 213 of the Agenda

Klein - Brigham

That the Board of Governors authorize the President to approve/submit a list of projects in response to an anticipated Federal Infrastructure program and commit the University up to 50% of the funding for approved projects.

P. Klein presented the item for approval and reported that management wants to be in a position to respond quickly should federal funds become available for maintenance or shovel ready projects.

All questions were addressed.

The question was called on the motion.

CARRIED

5.5 Kisik Towers Project – Request to Increase Budget, Page 218 of the Agenda

Klein - Peters

That the Board approve an increase of \$2,000,000 to the budget to \$85,000,000 for completion of the Kisik Towers project.

P. Klein presented the item for approval and summarized the discussions held the day prior at the committee meeting. Management noted that the project team failed to provide accurate reports and communications to management and the Finance and Facilities Committee as there seemed to be a break down in communications between the project team and the Contractor (PCL). Management reported that they continue to work with PCL to complete the remainder of the deficiencies in the building and confirm the costs associated with all the change orders that were completed in the building. Klein reported that the Committee had a lengthy discussion the day prior and recommended management undertake a ‘Lessons Learned exercise’ to prepare a comprehensive debrief report that includes input from both the project team and PCL regarding problems and issues that took place with the project. This report will benefit those involved to help to mitigate problems with projects in the future. The report will be presented to the Board at the July meeting.

It was also suggested and recommended by the Board that Y. Yevlanova, Internal Auditor, should be involved to review the financial reporting process for projects to ensure management and the Board receive accurate reports in the future.

All questions were addressed by management.

The question was called on the motion.

CARRIED

5.6 College Avenue Campus Renewal Project – Approval for Targeted Design Work, Page 222 of the Agenda

Klein - Peters

That the Board of Governors approve the expenditure of an additional \$500,000 (bringing the total authorized budget to \$1,000,000) to continue the design effort for CAC Renewal Project.

P. Klein presented the item for approval and noted this is the next stage in requirements for the design work at College Avenue Campus.

The question was called on the motion.

CARRIED

5.7 Policy – Research Chairs, Page 224 of the Agenda

Warner - Maze

That the Board of Governors approve the policy RCH-010-010 Research Chairs (Attachment A).

C. Warner presented the item for approval which is a new policy which will formalize the process for Research Chairs. All questions were addressed by management.

The question was called on the motion.

CARRIED

5.8 Updated Policies – EMP-050-005 Travel and EMP-060-006 Expenses – General, Page 241 of the Board Agenda

P. Klein presented an amendment to the motion which was recommended by the Committee from their discussions held the day prior. The Committee recommended that the policies be approved subject to a review by legal counsel to ensure there are no liability issues. The amended motion is as follows:

Klein - Brigham

Recommends that the Board of Governors approve the revised policies below subject to a review by legal counsel:

- *EMP-050-005 Travel (Attachment A-blackline and Attachment B-clean)*
- *EMP-060-006 Expenses – General (Attachment C-blackline and Attachment D-clean)*

Following a discussion, it was agreed that management will confirm that the Board Bylaws are written to reflect that the University policies also apply to the Board of Governors. This will be reported back at the next Governance and Nominations Committee meeting in May.

The question was called on the amended motion.

CARRIED

5.9 Updated Policy – Account Write Offs, Page 275 of the Board Agenda

Klein - Brigham

That the Board of Governors approve the revised policy as Attachment A-blackline and Attachment B-clean.

P. Klein presented the item for approval which is necessary to approve the revisions made to the policy.

The question was called on the motion.

CARRIED

5.10 Policy – Official University Social Media Sites, Page 283 of the Board Agenda

P. Maze presented the item and noted that the Human Resources Committee recommended postponing the item to a future meeting due to URFA having concerns with the policy and management needing more time to consult.

5.11 Revisions to Policy – Records and Information Management, Page 289 of the Board Agenda

Maze - Brandvold

That the Board of Governors approve the recommended revisions to policy GOV-070-005 Records and Information Management (Attachment A – blackline and Attachment B - clean).

P. Maze presented the item for approval which is necessary to approve the revisions to the policy.

The question was called on the motion.

CARRIED

(The Board had a brief recess at 10:17 a.m. and reconvened for an *In Camera I* session at 10:35 a.m.)

(L. Jankowski withdrew and K. Kummerfield joined the meeting at 10:35 a.m.).

8. *In Camera Session I:* 10:35 a.m.

6. Consensus Items

6.1 Board of Governors 2015-16 Committee Memberships for the Year Remaining, Page 298 of the Board Agenda

Warner - Tomkins

That the Board of Governors approves the Standing Committee Membership structure for the remaining year of 2015-16 as indicated below:

1. AUDIT AND RISK MANAGEMENT COMMITTEE

Membership:

Four independent members of the Board

Elaine Bourassa (Chair)

Roger Brandvold

Patrick Maze

Cathy Warner

2. DISTINGUISHED SERVICE AWARD COMMITTEE

Membership:

Chair of the Board (Committee Chair)

Chair of the Board

Chancellor

Jim Tomkins

President

Vianne Timmons

Faculty Board Member

Mark Brigham

3. FINANCE AND FACILITIES COMMITTEE

Membership:

President

Vianne Timmons

Four other members of the Board

Pam Klein (Chair)

Mark Brigham

Devon Peters

Gary Bosgoed

5. GOVERNANCE AND NOMINATIONS COMMITTEE

Membership:

Chair of the Board (Committee Vice-Chair)

Chair of the Board

Vice-Chair (Committee Chair)

Vice-Chair of the Board

Past Chair of the Board or Board Member

Vacant

*Chancellor
President*

*Jim Tomkins
Vianne Timmons*

6. HUMAN RESOURCES COMMITTEE

Membership:

*President
Four other members of the Board*

*Vianne Timmons
Patrick Maze (Chair)
Elaine Bourassa
Pam Klein
Roger Brandvold*

C. Warner presented the item for approval which is required to add new Board member, G. Bosgoed to the Finance and Facilities Committee.

The question was called on the motion.

CARRIED

7. Reports (For Information)

7.1 Chair, *Verbal Report*

The Chair provided an update on the recent events and activities that were attended since the last Board meeting.

7.2 Chancellor, *Verbal Report*

7.2.1 University of Regina Senate Report for 6 February 2016, Page 299 of the Board Agenda

The Chancellor presented the Senate report for information. The Chancellor also provided an update on the number of events and meetings held on and off campus since the last Board meeting.

7.3 President's Report, Page 302 of the Board Agenda

President Timmons presented the report for information.

(L. Jankowski joined the meeting at 11:45 a.m.)

7.3.1 Institutional Dashboard, Page 314 of the Board Agenda

The report was presented for information. Discussion followed on the metrics of the dashboard. It was agreed that the Governance and Nominations Committee plan to have a further discussion at the next meeting.

7.4 URSU President, Page 316 of the Board Agenda

D. Peters presented the report for information. The Chair thanked Devon for his service to the Board over the past two years. It was noted that D. Peters will be formally honoured for his service at the Board BBQ held in July.

7.5 Committee Chair Highlights, *Verbal Report*

The Committee Chairs provided summaries of the meetings held the day before, addressing any questions or observations from the information that was provided.

The Chair noted that the Board will not attend the 2016 CUBA Conference in Halifax this year due to conflicts with schedules. Both President Timmons and G. Sylvestre plan to attend.

(L. Jankowski and the VP's withdrew at 12:10 p.m.).

9. *In Camera Session II:* 12:15 p.m.

(President Timmons withdrew from the meeting at 12:24 p.m.)

10. Adjournment – 12:45 p.m. Moved by Maze.



Glenys Sylvestre
University Secretary



Daniel Kwochka
Chair