



**UPEI BOARD OF GOVERNORS
BOARD OF GOVERNORS MEETING**

Friday, June 14, 2024

Via Zoom

8:00 am

MINUTES

Members Present: Ms. Shannon MacDonald, Chair; Dr. Wendy Rodgers, President; Mr. Steve Bellamy; Ms. Kateri Coad; Ms. Karen Creighan; Ms. Lynn Ellsworth; Dr. Gary Evans; Mr. George Jiang; Dr. Geraldine Johnston; Dr. Christian Lacroix; Mr. Alex MacBeath; Dr. Sandy MacDonald; Ms. Mary Anne McMahon; Dr. William Montelpare; Ms. Pam Montgomery; Ms. Perlene Morrison; Dr. Ajay Sahajpal; Ms. Carolyn Simpson; Mr. Brian Thompson; Ms. Sara Underwood; and Prof. William Waterman

Regrets: Hon. Diane Griffin; Ms. Kristi Kelly; Mr. Don MacKenzie; Ms. Camille Mady; and Hon. Mary Robinson

Staff Present: Ms. Susan Connolly, Vice-President, People and Culture (Interim); Ms. Tara Judson, Vice-President, Administration and Finance (Interim); Dr. Greg Naterer, Vice-President, Academics and Research; Mr. Dana Sanderson, Chief Information Officer; Ms. Pam Trainor, Advisor to the Board of Governors and Ms. Kim Porter, Administrative Assistant to the Board of Governors

1. Call to Order, Welcome and Land Acknowledgement

S. MacDonald, Chair, called the meeting to order at 8:01 am and gave a land acknowledgement.

2. Welcome to the New President

S. MacDonald welcomed W. Rodgers to her first meeting of the Board of Governors as President of the University.

3. Conflict of Interest

S. MacDonald asked Governors if anyone had a conflict of interest they would like to disclose. No conflicts were declared.

4. Approval of Agenda

MOVED by W. Montelpare, SECONDED by M. A McMahon that the agenda is approved as presented. CARRIED.

5. Approval of Minutes

a. May 21, 2024

The draft minutes of the UPEI Board of Governors' meeting of May 21, 2024 were circulated to Board members prior to the meeting. The following motion was proposed:

MOVED by W. Montelpare, SECONDED by B. Thompson that the minutes of the May 21, 2024 meeting of the UPEI Board of Governors are approved as presented. CARRIED.

6. Business Arising

There was no business arising from the minutes.

7. Update from the President

W. Rodgers provided an overview of the first nine days of employment at UPEI. One of the priorities has been to meet as many people as possible. It has also been identified that it is challenging to be connected to the entire campus from the Alumni Hall office and that arrangements are being made to have a satellite office on the central campus.

8. Board Committee Update

a. Finance and Audit Committee

A. MacBeath reported that the Committee held an e-vote on June 10, 2024 regarding the request for approval of the procurement Simulation IQ software and services for the Faculty of Medicine.

MOVED by A. MacBeath, SECONDED by K. Creighan: Whereas the UPEI Spending Authority Policy states any expenditure greater than \$1,000,000 requires approval by the UPEI Board of Governors before a commitment can be made; and

Whereas there is a need to purchase a Clinical Learning and Simulation Center (CLSC) to support the learning needs of medical students; and

Whereas the University engaged in a process to determine the best option to purchase a Clinical Learning and Simulation Center solution, which adheres to university procurement policies; and

Whereas information gathered from other institutions across Canada made it clear that there are limited solutions available for a CLSC supporting a medical program; and

Whereas the Faculty of Medicine Program accreditation process requires UPEI to offer a comparable environment for learners to Memorial University; and

Whereas Memorial University uses EMS SimulationIQ System software to support the learning needs of its medical students; and

Whereas although a Request for Proposals was not issued, UPEI procurement policy and procedures were adhered to in the selection of the solution and the UPEI Faculty of Medicine and ITSS did follow an evaluation process to ensure that requirements and standards could be met by SimulationIQ; and

Whereas on October 4, 2022, funding of \$91,475,279 was approved by the Board of Governors for the construction of the Faculty of Medicine building; and

Whereas the purchase of a Clinical Learning and Simulation Center solution was a component of the construction of the Faculty of Medicine; it is therefore recommended:

That the UPEI Board of Governors approve the purchase from Education Management Solutions LLC of EMS SimulationIQ System software, services, and ongoing maintenance in the amount of \$2,322,335 Canadian dollars plus applicable taxes, as recommended by the Finance and Audit Committee. CARRIED.

b. Development, Fundraising and External Relations Committee

The Committee held an e-vote on June 10, 2024 to approve the names of six new awards. This is being shared as information only.

c. Executive Committee

S. MacDonald reported that the Committee held an e-vote on June 10, 2024 to recommend several appointments to the UPEI Board of Governors.

MOVED by A. MacBeath, SECONDED by A. Sahajpal that the UPEI Board of Governors appoint Mr. Kevin Magee as a member of the UPEI Board of Governors for a three-year term, effective immediately, as recommended by the Executive Committee. CARRIED.

MOVED by M. A. McMahon, SECONDED by L. Ellsworth, that the UPEI Board of Governors appoint Sara Underwood as a member of the Development, Fundraising and External Relations Committee and the Human Resources Committee, effective immediately, as recommended by the Executive Committee. CARRIED.

MOVED by G. Johnston, SECONDED by W. Montelpare, that the UPEI Board of Governors appoint Mr. Kevin Magee as a member of the Finance and Audit Committee and remove Ms. Mary Robinson as a member of the Finance and Audit Committee, effective immediately, as recommended by the Executive Committee. CARRIED.

MOVED by B. Waterman, SECONDED by W. Rodgers to move the meeting to an in-camera session. CARRIED.

MEETING MOVED TO IN CAMERA

MOVED by W. Montelpare, SECONDED by S. MacDonald to return the meeting to an open session. CARRIED.

MEETING RETURNED TO OPEN SESSION

9. Adjournment

MOVED by B. Waterman, SECONDED by C. Simpson that the meeting be adjourned at 9:00 am. CARRIED.