



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

**Tuesday, April 2, 2024  
Alumni Hall and Via Zoom  
6:00 pm**

**MINUTES**

**Members Present:** Ms. Shannon MacDonald, Chair; Dr. Greg Keefe, President (Interim); Mr. Shreesh Agrawal; Mr. Steve Bellamy; Ms. Karen Creighan; Ms. Lynn Ellsworth; Dr. Gary Evans; Hon. Diane Griffin; Mr. Peter Hayes; Dr. Geraldine Johnston; Ms. Kristi Kelly; Dr. Christian Lacroix; Mr. Alex MacBeath; Mr. Don MacKenzie; Ms. Camille Mady; Ms. Mary Anne McMahon; Dr. William Montelpare; Ms. Pam Montgomery; Ms. Perlene Morrison; Dr. Ajay Sahajpal; Ms. Carolyn Simpson; Mr. Brian Thompson; and Prof. William Waterman

**Regrets:** Ms. Kateri Coade; Dr. Sandy MacDonald; and Ms. Mary Robinson

**Staff Present:** 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  
Ms. Kim Porter, Administrative Assistant to the Board of Governors

**1. Call to Order, Welcome and Land Acknowledgement**

Ms. Shannon MacDonald, Chair, called the meeting to order at 6:08 pm. Ms. MacDonald welcomed Ms. Diane Griffin as Chancellor-Elect to the meeting, as a guest and Dr. Gary Evans to his first meeting as a new Board member. Ms. Cheryl Foy was also acknowledged in attendance as a guest. Ms. Foy is the consultant hired to complete the UPEI governance review.

**2. Conflict of Interest**

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

**3. Consent Agenda**

**MOVED by Ms. Karen Creighan, SECONDED by Dr. Christian Lacroix that the consent agenda is approved. CARRIED.**

On March 5, 2024, the following motions were approved via e-vote:

**That the UPEI Board of Governors appoint Mary Anne McMahon as the Board of Governors representative on the Senate, effective immediately, as recommended by the Executive Committee.**

**That the UPEI Board of Governors appoint Gary Evans as a member on the Governance and Appeals Committee, effective immediately, as recommended by the Executive Committee.**

**That the UPEI Board of Governors reappoint Jennifer Mersereau as an Employer Representative on the Sponsor Board of the Pension Plan, effective January 1, 2024 to December 31, 2025, as approved by the Executive Committee.**

**4. Approval of Minutes**

**a. February 13, 2024**

The draft minutes of the UPEI Board of Governors' meeting of February 13, 2024 were circulated to Board members prior to the meeting. The following motion was proposed:

**MOVED by Mr. Don MacKenzie, SECONDED by Prof. Bill Waterman that the minutes of the February 13, 2024 meeting of the UPEI Board of Governors be approved as presented. CARRIED.**

**b. February 27, 2024**

The draft minutes of the UPEI Board of Governors' meeting of February 27, 2024 were circulated to Board members prior to the meeting. The following motion was proposed:

**MOVED by Ms. Carolyn Simpson, SECONDED by Mr. Shreesh Agrawal that the minutes of the February 27, 2024 meeting of the UPEI Board of Governors were approved as presented. CARRIED.**

**c. March 13, 2024**

The draft minutes of the UPEI Board of Governors' meeting of March 13, 2024 were circulated to Board members prior to the meeting. The following motion was proposed:

**MOVED by Mr. Brian Thompson, SECONDED by Dr. William Montelpare that the minutes of the March 13, 2024 meeting of the UPEI Board of Governors were approved as presented. CARRIED.**

**d. March 27, 2024**

The draft minutes of the UPEI Board of Governors' meeting of March 27, 2024 were circulated to Board members prior to the meeting. The following motion was proposed:

**MOVED by Ms. Karen Creighan, SECONDED by Mr. Don MacKenzie that the minutes of the March 27, 2024 meeting of the UPEI Board of Governors were approved as presented. CARRIED.**

**5. Indigenous Strategic Plan**

Dr. Corrine Chappell, Elder Judy Clark and Dean Erin Reid were invited to present the UPEI Indigenous Strategic Plan to the Board of Governors. Dr. Chappell explained the meaning behind the living document which was circulated in advance of the meeting. Elder Clark spoke of her lived experience and expressed gratitude for the Faculty of IKERAS and the University for being able to speak about her journey. Dean Reid remarked the 94 Truth and Reconciliation Commission Calls to Action being an important roadmap to home and this Strategic Plan is the path forward. Dr. Greg Keefe stated that the UPEI Senate had endorsed the Strategic Plan at their April 2, 2024 meeting.

Following the presentation, the following motion was made:

**MOVED by Prof. Bill Waterman, SECONDED by Dr. Gary Evans that the UPEI Board of Governors approve the UPEI Indigenous Strategic Plan as presented. CARRIED.**

**6. Sexual Violence Annual Report**

Ms. Perlene Morrison, Chair of the Human Resources Committee presented the UPEI Sexual Violence Prevention and Response Office Annual Report which was circulated in advance of the meeting. Ms. Patti Wheatley, Equity, Diversity & Inclusion Officer was invited to speak to the report.

**MOVED by Ms. Perlene Morrison, SECONDED by Mr. Brian Thompson that the UPEI Board of Governors accept the Sexual Violence Prevention and Response Office Annual Report and that the Report be publicly released in full. CARRIED.**

**7. Chair's Report**

Ms. Shannon MacDonald reported that the Board of Governors has committed to completing equity, diversity and inclusion training and these dates will be circulated soon. Ms. MacDonald thanked the Committees for all their work and thanked the students for their views and voice over the last year. With the recent Student Union elections, Ms. Camille Mady will be staying on the Board as Student Union Board of Governors representative. Mr. Shreesh Agrawal will move on to a new role in the Student Union.

**8. President's Report**

Dr. Greg Keefe reported that enrollment is up this winter over last winter mostly due to International student enrollment. With the International student cap set by the Federal Government, we are aiming to have 500 International students enrolled next year, which is down from last year's International student numbers.

Plans continue with the Faculty of Medicine. Today marks Dean Preston Smith's first official day of work at UPEI.

Dr. Keefe acknowledged Dr. Greg Naterer’s work to hire Deans over the last year.

Dr. Keefe has held additional town hall sessions across the campus to continue the discussion on the UPEI Action Plan moving forward.

He also acknowledged the leadership framework panel that Ms. Pam Trainor has been involved in.

#### **9. Student Union Report**

Ms. Camille Mady referenced her Student Union report which was circulated prior to the meeting. Ms. Mady reported the student union elections have concluded with the new Executive members terms beginning May 1, 2024. Mr. Noah Mannholland and Ms. Mady attended their final Canadian Alliance of Student Associations conference recently.

#### **10. Senate Report to the Board**

Ms. Mary Anne McMahon, as the Board of Governors representative on the Senate provided an update on the most recent Senate meetings. At the February 16<sup>th</sup> Senate meeting, President Keefe provided an update on UPEI budget planning, the international student cap and the UPEI Action Plan. Dr. Greg Naterer shared achievements and recognitions from across the campus. Senators also discussed a request to vacate a motion from February 12, 2021, which was to create a Faculty of Climate Change and Environmental Studies. The following motion was made at Senate: Moved by Ms. Nola Etkin, Seconded by Mr. Jim Sentance to vacate the motion of February 12, 2021 and later by the Board, to create the Faculty of Climate Change and Environmental Studies. The Board discussed the impact of removing the Faculty designation. As a result, the following motion was made:

**MOVED by Ms. Mary Anne McMahon, SECONDED by Ms. Perlene Morrison that the UPEI Board of Governors vacate the motion of May 18, 2021 that the Climate Change and Environmental Studies programs be housed under the new Faculty of Climate Change and Environmental Studies. CARRIED.**

At the March 15<sup>th</sup> Senate meeting, Dr. Keefe provided an update on the International student cap and the UPEI Action Plan. Senators endorsed the Action Plan to the Board of Governors. Dr. Greg Naterer shared campus achievements. Senators made a motion to endorse the Indigenous Strategic Plan to the Board of Governors.

#### **11. Board Committee Update**

##### **a. Property and Assets Committee**

Mr. Steve Bellamy reported the Committee met on March 13, 2024 and received presentations on parking at UPEI, an infrastructure update and an over view of IT Assets.

##### **b. Finance and Audit Committee**

Mr. Alex MacBeath reported that the Committee met on March 19<sup>th</sup> with President Keefe presenting the draft 2024-2025 UPEI Operating Budget being the major discussion item. Committee members also received an update on IT priorities, including cybersecurity, an update on the Internal Audit Status and the Grant Thornton Enterprise Risk Management Report.

President Keefe presented the 2024-2025 UPEI Operating Budget to the Board of Governors. After discussion and an opportunity for Board members to ask questions, the following motion resulted:

**MOVED by Mr. Alex MacBeath, SECONDED by Ms. Kristi Kelly that the 2024-2025 UPEI Operating Budget be approved as presented, and as recommended by the Finance and Audit Committee. CARRIED.**

**c. Development, Fundraising and External Relations Committee**

Dr. William Montelpare reported the Committee met on March 14<sup>th</sup> and received reports from the Development & Alumni Engagement department, the Communications & External Relations department and the Marketing & Production department. It was noted at the meeting that the international student cap appears to be impacting marketing leads.

**d. Governance and Appeals Committee**

Mr. Brian Thompson reported the Committee met on March 20<sup>th</sup> and welcomed Dr. Gary Evans as a new Committee member. The Committee received a broad policy update, an update on the governance review and they reviewed the results of the skill and representation survey that was completed in Fall 2023.

**e. Campus Culture Oversight Committee**

Ms. Carolyn Simpson reported the Committee reviewed and approved the UPEI Action Plan at their last Committee meeting which was held on March 12<sup>th</sup>.

**f. Executive Committee**

Ms. Shannon MacDonald reported that the Committee reviewed several administrative matters including new Board of Governors meeting observer guidelines.

Ms. MacDonald noted that Ms. Perlene Morrison's Board of Governors term will be expiring this year and thanked her for her leadership to the Human Resources Committee and to the Board during her membership. As a result of Ms. Morrison's leaving, the following motion resulted:

**MOVED by Ms. Perlene Morrison, SECONDED by Mr. Steve Bellamy that the UPEI Board of Governors appoint Mr. Don MacKenzie as Chair of the Human Resources Committee, as recommended by the Executive Committee. CARRIED.**

Ms. MacDonald also thanked Dr. William Montelpare for stepping in to the role of Chair of Development, Fundraising and External Relations Committee during the transition period. The following motion resulted:

**MOVED by Ms. Mary Anne McMahon, SECONDED by Ms. Kristi Kelly that the UPEI Board of Governors appoint Ms. Pam Montgomery as Chair of the Development, Fundraising**

**and External Relations Committee, as recommended by the Executive Committee. CARRIED.**

Ms. Perlene Morrison stated that the Human Resources Committee Terms of Reference had previously been approved during an in-camera session but should have been approved in the public portion of the meeting and as a result, the following motion was made:

**MOVED by Ms. Perlene Morrison, SECONDED by Ms. Lynn Ellsworth that UPEI Board of Governors approves the Human Resources Committee Terms of Reference, as recommended by the Human Resources Committee. CARRIED.**

**MEETING MOVED TO IN CAMERA**

**MEETING RETURN TO OPEN SESSION**

Ms. Shannon MacDonald provided an update on the Presidential Search Committee activities. The Committee is working to prepare an offer to one of the candidates.

## **12. Adjournment**

The meeting was adjourned at 9:02 pm.