



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

**Tuesday, April 5, 2022**

**Via Zoom**

**6:00 – 9:00 pm**

**MINUTES**

**Members Present:** M. Pat Sinnott, Chair, UPEI Board of Governors; Dr. Greg Keefe, President; Hon. Catherine Callbeck, Chancellor; Mr. Andrew Bartlett; Dr. Rabin Bissessur; Mr. James Bradley; Mr. Charles Curley; Dr. Albert Fogarty; Dr. Geraldine Johnston; Ms. Kathy Hambly; Ms. Donna Hassard; Mr. Peter Hayes; Mr. Alex MacBeath; Ms. Shannon MacDonald; Mr. Adam MacKenzie; Dr. Stan MacPherson; Ms. Tolulope Oginni; Mr. Brian Thompson

**Regrets:** Professor Tim Carroll; Ms. Kateri Coade; Dr. Sandy MacDonald; Dr. James Moran; Ms. Perlene Morrison

**Staff Present:** Dr. Kathy Gottschall-Pass, Vice-President Academic and Research (Interim)  
Ms. Jackie Podger, Vice-President Administration and Finance  
Mr. Dana Sanderson, Chief Information Officer  
Ms. Tara Judson, Comptroller  
Ms. Michelle Arbing, Executive Assistant to the Board

**1. CALL TO ORDER**

Mr. Pat Sinnott, Chair, called the meeting to order at 6:02 p.m. and thanked everyone for attending the meeting.

**2. APPROVAL OF MINUTES**

The draft minutes of the UPEI Board of Governors' meeting of February 15, 2022 were circulated to Board members prior to the meeting. There being no revisions, the following motion was proposed:

- 1) **MOVED** by Dr. Stan MacPherson, **SECONDED** by Mr. Jim Bradley, that the minutes of the February 15, 2022 meeting of the UPEI Board of Governors be approved as presented. **CARRIED.**

**3. CHAIR'S REPORT**

Mr. Pat Sinnott extended his appreciation to all faculty, staff and management who ensured our students had a successful semester.

**4. PRESIDENT'S REPORT**

President Keefe noted that a detailed written President's Report was distributed to Members in advance of the meeting. He provided some of the highlights to Governors.

President Keefe shared details of the in-person Convocation ceremonies, from May 10 – 13, each morning at 10:00 am, noting that there is much excitement in anticipation of holding the ceremonies again. He indicated that all guidance from the Office of the Chief Public Health Officer would be followed.

The team from Memorial University of Newfoundland was on PEI March 7 – 11, working on the joint medical degree. During their visit, they held a variety of meetings and tours including with the Minister of Health and Wellness, Medical Society of PEI, Health PEI, College of Physicians and Surgeons of PEI, PEI College of Family Physicians, and hospital administrators at the Queen Elizabeth Hospital and Prince County Hospital.

A community engagement framework and Faculty of Medicine website are being developed and planning for town-hall sessions across PEI are underway. M. Arbing will share the website details with Members.

Dr. Kathy Gottschall-Pass, interim Vice-President Academic and Research, on behalf of the Academic Planning and Curriculum Committee, updated Senate in February on UPEI's quality assurance process and reviews. Following an extensive focus on re-establishing the priority of quality assurance, UPEI is now up-to-date on internal quality assurance reviews.

Campus infrastructure continues to progress well under the leadership of Ms. Jackie Podger and Mr. Dana Sanderson continues to move the Network Modernization Project forward efficiently. The Development and Alumni Engagement team under Ms. Myrtle Jenkins-Smith continue to move forward the Performing Arts fundraising priority and are looking forward to hosting Summer Reunion in-person this summer. Marketing and Production, under Ms. Emi Abou Wafia, continue to move UPEI forward in marketing and social media. Ms. Nicole Philips and Ms. Anna MacDonald continue to effectively develop and execute varying communication strategies.

The President ended his remarks by extending congratulations to all involved with the tremendous success of the 2022 U-Sports Women's Hockey Championship from March 24-27, 2022.

**5. STUDENT UNION REPORT**

Mr. Adam MacKenzie updated Governors that the Student Union has been busy closing out the year in the past couple of weeks. Recently, a successful Spring election resulted in all four Executive position being filled alongside multiple council positions.

Ms. Maggie LeClair, Vice-President Academic and External continues to advocate for students and aiding students in completing any sort of appeals.

Mr. Nathan Lacroix, Vice-President Student Life finished a series of great events, including Black Cultural Appreciation Night, a ski trip where many students skied for the first time, as well as, a first-time UPEISU carnival.

Ms. Leena Daboo, Vice-President Finance has continued to excel at managing services which the UPEISU offer, such as the Fox and the Crow. She recently completed a service handbook, which will be handed out to students to make them aware of the services offered by the Student Union. She also added a financial literacy section to the website containing items such as monthly budgeting tips. She is also planning for the Summer to roll out programs such as the bike co-op.

The Student Union is currently in the hiring process for the next academic year and will soon be transitioning for the incoming new Executives. Council will vote on the 2022-2023 budget this coming Sunday at the last Council meeting for the year.

#### **6. SENATE REPORT TO THE BOARD**

President Keefe reported that Senate held its regular meeting on March 11, 2022 and is scheduled to meet again on April 8, 2022.

The process of filling Senate vacancies, effective July 1, 2022 is underway.

Following her term as interim Vice-President Academic and Research, Dr. Kathy Gottschall-Pass will assume the role of Special Advisor to the President. One of the items she will be working on is updating the Policies and Procedures of Senate. Upon completion, she will present this to Senate.

Mr. Pat Sinnott expressed appreciation to Dr. Kathy Gottschall-Pass for her commitment to updating the Senate Policies and Procedures.

President Keefe noted that the dates for Convocation 2022 had previously been approved by Senate at the March 11<sup>th</sup> Senate meeting. Convocation 2022 will be from May 10 – 13 inclusive, with a 10:00 am ceremony each day.

#### **7. BOARD COMMITTEE UPDATES**

**a) Property and Asset Committee:** Mr. Peter Hayes informed Governors that the Committee met on March 16, 2022 and received a comprehensive update from the Vice-President Administration and Finance with respect to the new residence, the Canadian Centre for Climate Change and Adaptation and the new Faculty of Medicine building. Plans are underway for the grand opening of the Canadian Centre for Climate Change and Adaptation.

**b) Finance and Audit Committee:** Mr. Alex MacBeath informed Governors that the Committee met on March 22, 2022, on a number of items. The main agenda item was the President's presentation of the draft Operating Budget for the 2022-2023 fiscal year, which was shared with Board Members in advance of today's meeting.

President Keefe provided Governors with the detailed presentation on the draft Operating Budget for 2022-2023 which he had provided to the Finance and Audit Committee. He expressed appreciation for the support received in developing the budget, especially from Ms. Jackie Podger and Ms. Tara Judson. Following the presentation and discussion, the following

motion ensued:

- 2) MOVED by Mr. Alex MacBeath, SECONDED by Mr. Jim Bradley that the UPEI Board of Governors approves the Draft Operating Budget for the 2022-2023 fiscal year, as recommended by the Finance and Audit Committee. CARRIED.**

At the Committee meeting, Ms. Jackie Podger provided an update similar to what was provided to the Property and Asset Committee regarding the campus infrastructure projects. This also included an update on the building for the Faculty of Medicine and resulted in the following motion:

- 3) MOVED by Mr. Alex MacBeath, SECONDED by Dr. Geraldine Johnston that the UPEI Board of Governors approves that management proceed with the planning, design and initial construction of the Medical School under the 37.2 M borrowing authority provided by the Provincial Government, with the expectation that management will come back to the Finance and Audit Committee and the Property and Asset Committee with an update at the completion of the architectural design, as recommended by the Finance and Audit Committee. CARRIED.**

- c) Development, Fundraising and External Relations Committee:** Ms. Kathy Hambly informed Governors that the Committee met on March 17, 2022 and received detailed updates from staff in the Development and Alumni Engagement, Communications and University Relations and the Marketing and Production areas. Ms. Hambly referenced the summary of approved awards circulated to Governors in advance of today's meeting.
- d) Governance and Appeals Committee:** Ms. Shannon MacDonald informed Governors that the Committee met on March 23, 2022.

The Committee reviewed the updated Research Ethics Board Policy, which was circulated to Board Members in advance of today's meeting. The following motion resulted:

- 4) MOVED by Ms. Shannon MacDonald, SECONDED by Mr. Brian Thompson that the UPEI Board of Governors approves the Research Ethics Board Policy, as recommended by the Governance and Appeals Committee. CARRIED.**

Ms. Shannon MacDonald informed Governors that at the Committee's meeting on May 4, 2021, the Mandate was updated to include risk management and is provided now for approval by way of the following motion:

- 5) MOVED by Ms. Shannon MacDonald, SECONDED by Mr. Charles Curley that the UPEI Board of Governors approves the Governance and Appeals Committee Mandate (May 2021), as recommended by the Governance and Appeals Committee. CARRIED.**
- e) Executive Committee:** Mr. Sinnott informed Members that there were no new items for the Committee to report.

**MEETING MOVED TO IN CAMERA**

f) **Human Resources Committee**

**MEETING RETURNED TO OPEN SESSION**

**8. ADJOURNMENT**

The meeting adjourned at 7:39 pm.