



**UPEI BOARD OF GOVERNORS
BOARD OF GOVERNORS COMMITTEE MEETING
Wednesday, April 4, 2018
618 University Avenue
6:00 – 9:00 pm**

MINUTES

Members Present: Mr. Pat Sinnott, Chair, UPEI Board of Governors; Alaa Abd-El-Aziz, President; Mr. Andrew Bartlett, Ms. Mary Best, Dr. Rabin Bissessur, Mr. Scott Harper, Ms. Shannon MacDonald, Dr. Liane Nelson (via webex), Mr. Duncan Shaw, Dr. Gary Conboy, Mr. Michael Ferguson, Dr. Janice Gillis, Ms. Kathy Hambly (via webex), Dr. Geraldine Johnston (via webex), Mr. Ron Keefe (via webex), Dr. James Moran, Mr. Shawn Murphy (via webex), Ms. Shauna Sullivan Curley, and Mr. Will McGuigan, SU President

Regrets: Dr. Don McDougall, Chancellor; Ms. Bertha Campbell, Professor Tim Carroll, Ms. Tracey Cutcliffe, Mr. Ed Lawlor, Dr. Brian MacMillan, and Ms. Margo Thompson

Staff Present: Ms. Jackie Podger, Vice President Administration and Finance
Ms. Krista Grant, Director, Marketing and Communications
Ms. Dianne MacLean, Administrative Assistant to the Board

1. CALL TO ORDER

Mr. Pat Sinnott called the meeting to order at 6:25 pm and welcomed everyone in the room as well as those participating via webex.

2. APPROVAL OF MINUTES

The draft minutes of the UPEI Board of Governors' meeting of January 25, 2018 were circulated to Board members prior to the meeting. As there were no errors or omissions, the following motion was proposed:

1) MOVED by Ms. Shauna Sullivan Curley, SECONDED by Mr. Michael Ferguson, that the minutes of the January 25, 2018 meeting of the UPEI Board of Governors be approved as presented. CARRIED

3. CHAIR'S REPORT

Mr. Pat Sinnott reported that he attended a meeting of the Toronto Chapter of the Alumni at the Arts and Letters Club on Elm Street on Wednesday, February 7. It was very well attended by a broad cross-section of alumni despite fairly adverse weather conditions, especially by Toronto standards. The alumni were particularly interested in the advances the University has made in

program development, improved program relevance and the University's demonstrated ability to grow in the face of a decline in the size of the Canadian demographic group that attends university.

Mr. Sinnott also noted that he attended the Math and Computational Science Advisory Committee meeting earlier today, and there was excellent participation by those in attendance.

Mr. Sinnott reported that Alex Usher is not available to participate in the Board Retreat on our tentative date of May 25th. However, he is available on Wed, May 30th. An e-mail will be circulated to Board members tomorrow to determine who and how many can attend. Mr. Usher a great deal of experience with strategic planning in academia, and we would like to engage him in a discussion with regard to the future of post-secondary education and our draft strategic plan.

4. PRESIDENT'S REPORT

President Abd-El-Aziz provided a written report to Board members. The President mentioned that this year will be our first Convocation since the implementation of Project Beacon. Staff in the ITSS and Registrar's office have been directed to verify that all graduating students are processed correctly and that the list of graduating students is correct.

5. STRATEGIC PLAN UPDATE

President Abd-El-Aziz reported that the Strategic Planning Committee has reviewed the Board comments and will revise the plan accordingly. It will be brought back to the Board for review at the Board Retreat on May 30th.

6. STUDENT UNION REPORT

Mr. Will McGuigan provided the report and noted that a new Student Union Executive (listed below) will be taking over May 1st and are looking forward to working with the Board this coming year.

President – Will McGuigan
VPAX – Emma Drake
VPSL - Sarah MacEwen
VPF – John Ployer

Mr. McGuigan reported that plans are in the works to re-brand and renovate the Wave location this summer. Tenders are currently out and renovations are slated to begin May 16th, and be completed by mid-August.

Mr. McGuigan also noted that the Student yearbook is slated to be complete in June and is scheduled to arrive on Sept 1.

The UPEI SU budget is expected to be approved at the next meeting, with more money being invested into graduate events and programs as well as a focus to repay the loan to the University.

The Cadre had a record year with most read articles as well as producing more articles than ever before.

Discussions have been held with Asperia, which is a mental health hotline that students will be able to access 24/7. The company can also provide a wide range of services including mental health, legal, foods and nutrition, financial assistant, health, workouts- all of these services are free with the exception of legal, where a discount of 25% is offered. This company can also accommodate students in over 50 languages which will be a huge asset for our international student population.

The SU Staff Award goes to Heidi MacDonald, Student Affairs and the SU Faculty Award goes to David Varis, Faculty of Education.

Mr. Michael Ferguson noted that a Student Opinion on Teaching Survey was carried out earlier in the year and the results will be shared with the Board at the May meeting.

7. SENATE REPORT

Dr. Rabin Bissessur provided the Senate report to Board members. The Senate Committee met twice since the last Board meeting – a special meeting of Senate on February 5, and the regular meeting on March 2, 2018.

The special meeting of Senate was called to deal with the issue of students who have complete their degree requirements and require a parchment to enter the United States but would not receive their graduate parchment until May. In the past, a letter from the Registrar was all that was required to enter the United States. Three options were discussed to meet the new US requirement: Maintain the status quo, have a 2nd Convocation sometime in January, or give Senate the power to approve these degrees during regular Senate meetings. Senate approved the latter.

A joint degree in Global Affairs is being established with the King Juan Carlos University in Madrid, Spain.

UPEI Programs in Engineering, Business and possibly Math & Computational Sciences, Environmental Studies and Climate Change and Adaptation will begin in September at the University of Canada in Egypt.

Senate approved the renaming of the School of Sustainable Design Engineering to the Faculty of Sustainable Design Engineering, and the School of Graduate Studies to the Faculty of Graduate Studies. The Board of Governors needs to approve these name changes as well and the following motion was proposed:

2) MOVED by Dr. Rabin Bissessur, SECONDED by Mr. Michael Ferguson, that the UPEI Board of Governors approves the name change of the School of Engineering to the Faculty of Engineering as well as the name change of the School of Graduate Studies to the Faculty of Graduate Studies as approved by Senate. CARRIED

Dr. Bissessur also reported that two AVC faculty have been approved by Senate to receive Professor Emeritus status at Convocation in May.

8. **BOARD COMMITTEES' UPDATE**

a) **Finance and Audit:** Mr. Ron Keefe reported that the Committee met in March and continues to monitor Project Beacon which is in its third year and approximately 65% complete.

The Campus requires a technology network and infrastructure upgrade and an estimated cost has been prepared. Management is considering how best to finance this upgrade and will make a recommendation to the Finance Committee.

The Provincial Budget is expected tomorrow, and the budget will set forth ~~we~~ the Government's grant to the University for the upcoming fiscal year.

b) **Development, FR and ER:** Ms. Kathy Hambly reported that an e-vote was held on February 14 to approve 3 new awards:

- Ernest J Brennan entrance scholarship
- TD Bank scholarships for Mathematical and Computational Sciences
- Maximus – Deltaware Scholarship

Ms. Hambly also noted that the 50th Anniversary sub-committee met and reviewed the proposed budget and approved a logo design. Senior staff from Marketing and Development will prepare a more detailed plan for the celebrations for the Development, FR&ER Committee to review.

The Inspire campaign is at \$43,208,000. The collateral materials for the staff campaign were circulated, with a goal to increase staff participation from 10% to 20% .

Ms. Hambly stated that there has been extensive media coverage of the University over the past several months. Highlights included the coverage of the UPEI School of Sustainable Design Engineering students launching weather balloons from the HMCS Toronto off the coast of Halifax, and the COWs Moo Let's Talk Campaign event on campus in memory of Jason Driscoll, who was one of our Engineering students and who died of suicide in May 2017.

Ms. Hambly noted there was discussion about increasing publicity around the SHAD program to encourage more Island participation.

c) **Governance and Appeals:** Mr. Shawn Murphy informed Board members that discussions have occurred at the Committee level regarding FOIPP.

Mr. Murphy also noted that a motion was tabled at the last meeting of the Committee related to how and when contracts should be posted to the University's website. This policy will be reviewed again at the next meeting.

Two appeals were presented – one was disposed of a month ago, but the other is to be dealt with in early May. The Conflict of Interest policy was reviewed and approved; however, it was also on the agenda for the HR Committee for one final review before going to the Board for approval.

d) **Property & Asset:** Ms. Margo Thompson was not in attendance, so Mr. Pat Sinnott provided the report. The Committee met on Thursday, March 15th and received a presentation by Calvin Brook of Brook McIlroy Inc. on the draft Campus Master Plan Refresh. Committee members provided feedback and Mr. Brook will provide an updated draft to the Committee for their May 3rd meeting. A presentation of the Refresh to Board members is scheduled for the May meeting of the Board.

A draft of the “Space Planning and Administration Policy” was reviewed by Committee members. Suggestions were made and the policy will be reviewed again at the next meeting.

The Strategic Infrastructure Funding deadline has been extended to November 30, 2018 .

MEETING MOVED “IN CAMERA”

MEETING RETURNED TO OPEN SESSION

e) **Executive Committee:** Mr. Sinnott indicated there was nothing to report that has not already been addressed by the standing committees.

10. OTHER BUSINESS

No other business was discussed.

11. ADJOURNMENT

The meeting adjourned at 7:33 p.m.