



**UPEI BOARD OF GOVERNORS
BOARD OF GOVERNORS COMMITTEE MEETING
Thursday, January 25, 2018
618 University Avenue
6:00 – 9:00 pm**

MINUTES

- Members Present:** Mr. Pat Sinnott, Chair, UPEI Board of Governors(via webex); Dr. Don McDougall, Chancellor (via webex); Dr. Alaa Abd-El-Aziz, President; Mr. Andrew Bartlett, Ms. Mary Best, Dr. Rabin Bissessur, Ms. Bertha Campbell, Professor Tim Carroll, Dr. Gary Conboy, Mr. Michael Ferguson, Dr. Janice Gillis, Ms. Kathy Hambly, Dr. Geraldine Johnston, Mr. Ron Keefe (via webex), Mr. Ed Lawlor, Dr. Brian MacMillan, Dr. James Moran, Mr. Shawn Murphy, Ms. Shauna Sullivan Curley, Ms. Margo Thompson and Ms. Taya Nabuurs, Interim SU President
- Regrets:** Ms. Tracey Cutcliffe, Mr. Scott Harper, Ms. Shannon MacDonald, Dr. Liane Nelson and Mr. Duncan Shaw
- Staff Present:** Ms. Jackie Podger, Vice President Administration and Finance
Ms. Tara Judson, Comptroller
Ms. Dianne MacLean, Administrative Assistant to the Board

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1. CALL TO ORDER

Mr. Pat Sinnott called the meeting to order at 6:20 pm and was chairing the meeting via webex.

2. APPROVAL OF MINUTES

The draft minutes of the UPEI Board of Governors' meeting of November 23, 2017 were circulated to Board members prior to the meeting. Dr. Janice Gillis questioned the minutes of November 23, 2017 that they did not reflect a point she raised about the ramp in front of the Dalton Hall Building. The Chair of the Board asked that we deal with the issue in two ways; the first was to amend the minutes to reflect this issue, and the Board was in agreement. The second was to address the question of the ramp in front of the building. Dr. Gillis asked for a few minutes to describe the need for the ramp in front of the building as opposed to the back of the building. Her comments were well received and a suggestion was made that the Property and Asset Committee deal with this issue. The President also suggested that Dr. Gillis be part of the discussions with the architect. Ms. Margo Thompson and Ms. Jackie Podger agreed to this suggestion and the Board was also in favor. The following motion was then proposed:

2) MOVED by Mr. Michael Ferguson, SECONDED by Mr. Andrew, that the minutes of the November 23, 2017 meeting of the UPEI Board of Governors be approved as amended. CARRIED

Board members also asked that the issue of a ramp at the front of Dalton Hall be reviewed, and the following motion was proposed:

3) MOVED by Ms. Janice Gillis, SECONDED by Dr. James Moran, that the Property and Asset Committee revisit the issue of installing a ramp at the front of Dalton Hall. CARRIED

3. CHAIR’S REPORT

Mr. Pat Sinnott informed Board members that he attended the University Levee on January 1st and noted that over 500 people attended this event.

MEETING MOVED “IN CAMERA”

a) Chancellor Appointment:

b) Honorary Degrees:

c) Canada Games 2023:

d) University in Spain:

e) Canadian University in Egypt:

MEETING RETURNED TO “OPEN SESSION”

4. PRESIDENT’S REPORT

President Abd-El-Aziz provided a written report, but highlighted a couple of items. Two large donations have been received - \$2M from Robert Irving/Cavendish Farms – to go to Engineering, and \$1M to create the “Roderick Stirling MacDonald Scholarship Fund” which will support UPEI students in attaining a quality post-secondary education.

The President informed Board members that enrollments are up by 1.2% compared to this time last year.

5. STUDENT UNION REPORT

Ms. Taya Nabuurs provided the report. She informed Board members that Hammad Ahmed resigned as President on January 8th, and she was elected as interim President until a by-election could be arranged which occurred this past week. Chelsea Perry was elected a President until April 30, 2018 and will be sworn in on Sunday. Ms. Nabuurs reported that the UPEISU has been engaged in a number of lobbying efforts at the provincial and federal level since late November. One of the major items discussed was the new Career Connect program. This program allows some post-secondary

students in PEI to access EI benefits while attending school full time. The UPEISU would like to see the program adjusted so that there are unique eligibility requirements for students related to insurable hour requirements. Ms. Nabuurs also reported that the UPEISU has seen some wins on the federal level through their work with CASA. As well, the group tasked with examining course evaluation practices at UPEI (Enhanced Teaching & Learning Committee) prepared a survey and circulated it to students in December and early January to get a better idea on what students feel about the course evaluation process. Approximately 300 students responded and results are being compiled. Ms. Nabuurs also informed Board members that renovations to the Cadre have been completed and an Open House was held on January 10th. The UPEISU extended a huge thank you to Alumni for making the renovations possible.

6. SENATE REPORT TO BOARD OF GOVERNORS

Ms. Bertha Campbell reported that the Senate Committee met twice since the last Board meeting – November 24, 2017 and January 19, 2018.

- 1) The list of 12 Senate members invited to sit on the Chancellor Search Committee were provided and approved.
- 2) The Senate “Processes and Procedures” document was updated and approved.
- 3) The Master in Business Administration in Global Leadership was approved
- 4) The 9th UPEI Alumni Chapter opened in Edmonton recently, and the 10th will be opening in Moncton soon.
- 5) The Honorary Degree Committee recommended four nominees to receive honorary degrees, and all four were approved unanimously by Senate. These names will be announced in the near future.
- 6) The Chancellor Search Committee recommended a candidate as Chancellor and senators unanimously agreed. This too will be announced soon.
- 7) Canada Games 2023 – discussions were held on the request to utilize various buildings on campus should the Province win the bid to host Canada Games 2023.
- 8) Approval was granted to begin a “University Librarian” Search.
- 9) Senate endorsed a request to pursue a joint/dual degree with King Juan Carlos University in Madrid.
- 10) Senate also endorsed the Faculty of Business and the Faculty of Science to provide programs at the University of Egypt.

7. APPROVED E-VOTES (FOR INFORMATION)

Mr. Pat Sinnott provided a memo containing information on an e-vote that was held in December 2017. On Wednesday, December 13, 2017, the Board Human Resources Committee reviewed and approved the following appointment and recommended that it proceed for Board approval.

- Dr. Omeasoo Wāhpāsiw, Faculty of Education/Faculty of Arts, probationary tenure-track appointment, Assistant Professor, step 3; effective April 2, 2018

The Board of Governors participated in an E-vote on December 18, 2017, and 23/26 Board members approved the following motion. (Three members did not vote.)

That the UPEI Board of Governors approve the hiring of Dr. Omeasoo Wāhpāsiw, Faculty of Education/Faculty of Arts, probationary tenure-track appointment, Assistant Professor, step 3; effective April 2, 2018, as recommended by the Board Human Resources Committee. CARRIED

8. BOARD COMMITTEE REPORTS

a) Property & Assets Committee:

Ms. Margo Thompson reported on a number of issues. A thorough conversation was held on Canada Games 2023 and the request to utilize various buildings on campus. The Dalton Hall Project is due to be completed in mid-July. Waterproofing of the foundation has been completed and removal of the existing stairwell has occurred to allow for the installation of the elevator. The Memorial Hall project is now complete and an occupancy permit has been received. Brook McIlroy has been hired to complete a “Campus Master Plan” refresh. Company representatives met with approximately 200 members of the campus community in November to assist with the process. A draft document will be presented to the Property and Asset Committee in March, with a plan to present the final document to Board in May. Ms. Thompson also indicated that requests were received for the following items:

- i) place “pride colors” on campus
- ii) Erect a wigwam on campus
- iii) possible placement of a recognition piece for Alex Campbell related to the 50th Anniversary celebrations

Before deciding on placement of these items on campus, Committee members suggested that a policy be created to cover such requests, and administration has agreed to do this. The policy will be vetted through the Governance and Appeals Committee after which the Property and Asset will look at these three requests again. Discussions were also held on heavy demands on buildings and parking on Tuesdays and Thursdays, and whether flattening of the schedule would help with this issue. As well, traffic flow during emergency exiting from campus would be more highly impacted on Tuesdays and Thursdays as these are the heavier class days. A new electronic sign will be erected at 618 University Avenue in mid-March.

b) Finance and Audit Committee: Mr. Ron Keefe reported that the Finance and Audit Committee met on January 16. The Committee continues to monitor Project Beacon and receives regular reports on implementation. Some delays have occurred related to the need to revitalize the network. This additional \$5M-\$7M project is not part of the costs of the Beacon Project but needs to happen. A proposal and costs will be provided to the Committee in March.

In late December 2017, the Student Union submitted a new loan request in the amount of \$410,000 with details on the planned upgrades to the W. A. Murphy Student Centre.

The Board Finance and Audit Committee reviewed the request and recommended it for Board approval. The following motion was proposed:

9) MOVED by R. Keefe, SECONDED by Mr. Ed. Lawlor that the UPEI Board of Governors approves a Student Union loan request for up to \$410,000 for five years at 5% interest to complete renovations to the W. A. Murphy Centre, as presented and as recommended by the Finance and Audit Committee. CARRIED

Mr. Keefe also referred Board members to the “interim budget-to-actual” report that was provided for information. The Internal Auditor updated the Committee on her activities since the last Board meeting. Mr. Ferguson noted that connectivity issues over the past two weeks have been worse than usual and needs to be investigated.

- c) **Development, FR and ER Committee Report:** Ms. Kathy Hambly provided the Committee report and noted that Dana Sanderson, CIO, provided a very detailed presentation on the McLean’s Ranking. She also noted that the Committee discussed the issue of the Deans’ role in fundraising. It was recommended that Deans attend functions, meet with donors and support the work of the Development and Alumni Affairs office.

Two named awards were presented for review, and the Committee recommended they be brought to the Board for final approval. The following motion as proposed:

10) MOVED by Ms. Kathy Hambly, SECONDED by Ms. Bertha Campbell that the UPEI Board of Governors approves the following two (2) named awards as recommended by the Board Development, FR and ER Committee:

- i) **The Marylou Hughes Paramedicine Award (\$1000 endowed award)**
- ii) **The Jewell Family “Peggy” Award (\$500 endowed award)**

Discussions were also held on the 50th Anniversary. A sub-committee has been struck consisting of President Abd-El-Aziz, Board Chair, Pat Sinnott; Committee members, Dr. Kathy Hambly, Dr. James Moran, and Ms. Taya Nabuurs as well as the Director of Development and Alumni Affairs, Ms. Myrtle Jenkins-Smith and the Director of Marketing and Communications, Ms. Krista Grant. The sub-committee met once and will meet again in early February to discuss branding materials and budget requirements. Ms. Hambly reported that the Inspire Campaign is now at \$43M.

- d) **Governance & Appeals Committee Report:** Mr. Shawn Murphy informed Board members that the Committee met on January 10th and discussed a number of issues. The Animal Care Committee Policy was presented for review. Committee members suggested some minor amendments and then recommended the policy for Board approval. The following motion is proposed:

11) MOVED by Mr. Shawn Murphy, SECONDED by Ms. Shauna Sullivan Curley that the UPEI Board of Governors approves the Animal Care Committee Policy as amended. CARRIED

The Conflicts of Interest Policy was presented to Committee members as well, but after some discussion, it was suggested that it should be reviewed by the Human Resources Committee who would then recommend it for Board approval.

Mr. Murphy also noted that Government is proposing changes to the Freedom of Information Act and may suggest that UPEI and Holland College fall under the Act. We need to be proactive and post as much information on the web as possible. Mr. Murphy noted that he’s working on the Board Retreat and has asked Alex Usher to participate again this year. We currently are dealing with one appeal which should come to a conclusion in the near future.

e) **Executive Committee Report:**

Mr. Pat Sinnott informed Board members that the Executive Committee met on January 16. Most of the topics already covered under other Committees were discussed at the meeting. The Executive Committee did receive a request to delegate authority from the Board to the Board Development, FR and ER Committee to approve named awards, scholarships and prizes.

Since the Board only meets five times a year, delays occur with finalizing these awards and making them available for students in a timely manner. In order to expedite the approval process, it was suggested that the Board Development, FR and ER Committee be granted the authority to approve these items. The University Act (Section 14. (1) (k) states that the Board has the power “to appoint such committees as it may consider necessary and to confer upon such committees power and authority to act for the Board in relation to such matters as the Board may consider expedient if such matters come within the jurisdiction of the Board under the terms of this Act.” Once approved by the Board Development, FR and ER Committee, the named awards, scholarships and prizes will be presented to the Board for information.

The following motion was proposed:

12) MOVED by Ms. Kathy Hambly, SECONDED by Ms. Margo Thompson that the UPEI Board of Governors grants the power and authority to the UPEI Board Development, FR and ER Committee to approve named awards, scholarships and prizes as recommended by the Board Executive Committee. CARRIED

President Abd-El-Aziz also updated Board members that various departments and groups have met with the Strategic Planning Committee to provide input. The President has also invited Mr. Alex Usher to come to campus and assist with the strategic planning process. Mr. Usher has yet to confirm his availability.

f) **Human Resources Committee Report**

MEETING MOVED IN CAMERA

MEETING RETURNED TO OPEN SESSION

9. **NEW BUSINESS**
No new business

At this point, Ms. Jackie Podger, Ms. Tara Judson, and Ms. Dianne MacLean left the meeting.

10. **In-Camera – Board and President Only**

At this point, the President left the meeting.

11. In-Camera – Board Only

12. ADJOURNMENT

The meeting adjourned at 9:10 p.m.