



**UPEI BOARD OF GOVERNORS  
BOARD OF GOVERNORS COMMITTEE MEETING  
Thursday, January 26, 2017  
618 University Avenue  
6:00 – 9:00 pm**

**MINUTES**

**Members Present:** Mr. Pat Sinnott, Chair, UPEI Board of Governors; Dr. Don McDougall, Chancellor (via conference call); Dr. Alaa Abd-El-Aziz, President; Ms. Mary Best, Dr. Rabin Bissessur, Mr. Ryan Bradley, Mr. John Buchanan, Ms. Bertha Campbell, Dr. Gary Conboy, Dr. Don Desserud, Mr. Michael Ferguson, Ms. Kathy Hambly, Mr. Scott Harper, Mr. Ron Keefe (via conference call), Mr. Nathan Hood, Mr. Ed Lawlor, Dr. James Moran, Mr. Shawn Murphy, Mr. Duncan Shaw, Ms. Shauna Sullivan Curley, Dr. Lowell Sweet and Ms. Margo Thompson

**Regrets:** Mr. Andrew Bartlett, Dr. Linnell Edwards, Dr. Brian McMillan, Ms. Tracey Cutcliffe and Ms. Jackie Podger

**Staff Present:** Ms. Tara Judson, Comptroller  
Ms. Dianne MacLean, Administrative Assistant to the Board

**1. CALL TO ORDER**

Mr. Pat Sinnott called the meeting to order at 6:20 pm and thanked everyone for coming.

**2. APPROVAL OF MINUTES**

The draft minutes of the UPEI Board of Governors' meeting of November 24, 2016 were circulated to Board members prior to the meeting. The wording of some motions was amended and the following motion was proposed:

**1) MOVED by Mr. Ryan Bradley, SECONDED by Mr. Nathan Hood that the minutes of the November 24, 2016 meeting of the UPEI Board of Governors be approved as amended. CARRIED**

**3. CHAIR'S REPORT**

Mr. Sinnott informed Board members that the UPEI Levee was very enjoyable and an overall success. We had approximately 500 people attend the event. Mr. Sinnott was happy to report that we have been successful in reaching tentative agreements with both CUPE 1870 and IBEW 1928 union

groups. Project Beacon is proceeding along nicely and management is currently looking at a strategic plan review to encompass the next five years, 2019-2024.

**4. PRESIDENT'S REPORT**

President Abd-El-Aziz provided Board members with a written report but highlighted the following items as well:

- a) Ratification of both the CUPE 1870 and IBEW 1928 collective agreements
  
- b) Budget planning has begun for the next three years (2017-2018, 2018-2019 and 2019-2020). The President indicated that he's met with his VPs and Deans to start the process.
  
- c) The President informed Board members that although we had a 2.7 % increase in enrollment numbers this year, we are striving to improve on this for the coming year.

**5. STUDENT UNION REPORT**

Mr. Nathan Hood informed Board members the Student Union's advocacy asks have been reflected in Federal and Provincial committee reports. Provincially, the Standing Committee on Education and Economic Development's fall 2016 report included the following Student Union asks:

- i) Making forms of student assistance more effective for the students who need it the most.
- ii) Examining the potential for an Open Educational Resource project here in PEI, similar to the Open Textbook Project in British Columbia.
- iii) Working to create more paid co-op and internship opportunities that will enable students to better integrate to the workforce upon graduation.

On the federal level, the Student Union asks were included in the Standing Committee on Finance's report, including:

- i) That in relation to the federal portion of any loan, the Government of Canada establish a six-month, interest-free grace period for those accessing the Canada Student Loans Program.
- ii) That the Government of Canada reviews the Post-Secondary Student Support Program to ensure that it is as efficient as possible, and that it is resulting in the maximum amount of student success and motivation. As well, the Government should remove the 2% funding cap in an effort to address the program backlog in relation to Inuit, Métis and First Nations students.
- iii) That the Government of Canada invests in reconciliation education at postsecondary institutions that request such education.

Although their inclusion is not a guarantee to be implemented, it is encouraging to see that they are being considered by government. We will continue to meet with the government on some of these issues as the year continues.

Mr. Hood also reported that the past Student Union president and former Board of Governors member Dana Kenny was selected as one of the new members of the Prime Minister's Youth Council for a two-year term.

6. **SENATE REPORT TO THE BOARD**

President Abd-El-Aziz provided the report on behalf of Mr. Linnell Edwards. The Senate Committee met only once since the last Board meeting and that was on January 13, 2017. Three main items were discussed at Senate and they are noted below:

- 1) A request to change the name of the School of Business to the Faculty of Business was received and approved by Senate.
- 2) The Honorary Degree Committee submitted four names for consideration for the award and all were approved by Senate.
- 3) Senators were given an update on the status of the Search for Vice President Academic and Research.

The next meeting of Senate is scheduled for February 10, 2017.

7. **E-VOTE SUMMARY**

Mr. Pat Sinnott reported that in late December, the Board Human Resources Committee participated in an E-vote and recommended that the UPEI Board of Governors approve the following three appointments:

- **Dr. Oriana Raab**, Department of Companion Animals, Faculty of Veterinary Medicine, probationary tenure-track appointment, Assistant Professor, Step 5; effective March 13, 2017.
- **Dr. Noel Clancey**, Department of Pathology & Microbiology, Faculty of Veterinary Medicine, probationary tenure-track appointment, Assistant Professor, Step 6, effective June 1, 2017.
- **Dr. Martha Annie Mellish**, Department of Health Management, Faculty of Veterinary Medicine, term appointment, Assistant Professor, step 4, effective March 20, 2017 to March 19, 2020.

The Board of Governors then participated in an E-vote on December 21, 2016, and 24/26 Board members approved the following motion. (Two members did not vote.)

**That the UPEI Board of Governors approve the hiring of Dr. Oriana Raab, Department of Companion Animals; Dr. Noel Clancey, Department of Pathology & Microbiology; and Dr. Martha Annie Mellish, Department of Health Management as presented.**

8. **BOARD COMMITTEES' UPDATES**

a) **Finance and Audit Committee**: Mr. Ron Keefe reported that the Finance and Audit Committee met on January 16<sup>th</sup>.

- i) **Project Beacon** – Mr. Keefe noted that this project is still on time and on budget. There are a few delays related to implementation, but the Finance and Audit Committee supported the rationale behind this. Student Services rollout is planned for February 6<sup>th</sup>, and the Payroll rollout is scheduled for May 1<sup>st</sup>, 2017.
- ii) **Budget Process** – Mr. Keefe reported that a preliminary discussion took place around the budget process for the next three years.

iii) Travel Expenses Policy – Mr. Keefe indicated that minor revisions were made to the current Travel Expenses Policy, and the policy was presented for approval. The following motion was proposed:

**2) MOVED by Mr. Ron Keefe, SECONDED by Mr. Ed Lawlor that the UPEI Board of Governors approves the amended Travel Expenses Policy as presented and recommended by the Board Finance and Audit Committee. CARRIED**

iv) F&A Committee mandate was reviewed and revised. The mandate now includes details around the internal audit and other minor details have been revised and/or added.

**3) MOVED by Mr. Ron Keefe, SECONDED by Mr. Duncan Shaw that the UPEI Board of Governors approves the Finance and Audit Committee mandate as presented and recommended by the Board Finance and Audit Committee. CARRIED**

b) Development, FR and ER Committee: Mr. Duncan Shaw reported that the Committee met on January 9, 2017. The Inspire Campaign has now raised \$36, 824, 937.12 of its projected goal of \$50M. He indicated that the Development and Alumni Affairs office is very focused on improving alumni engagement and seem to be making great strides in this regard. The Communications and Marketing Department are very focused on student recruitment and retention and are using various forms of social media to reach out to students. Mr. Shaw also noted that the Committee has reviewed and updated their mandate and the following motion was proposed:

**4) MOVED by Mr. Duncan Shaw, SECONDED by Ms. Kathy Hambly that the UPEI Board of Governors approves the Development, Fundraising, and External Relations Committee mandate as presented and recommended by the Board Development, FR and ER Committee. CARRIED**

c) Governance and Appeals Committee: Mr. Shawn Murphy informed Board members that we haven't secured anyone yet for the position of Policy Officer. President Abd-El-Aziz alluded to the fact that they hope to have someone in place soon, as the implementation of the "Access to Information..." policy is scheduled for May 1<sup>st</sup> and training will be required prior to that date. Mr. Murphy also noted that the Annual Board Retreat is scheduled for Friday, May 26<sup>th</sup>. It will be an all-day event and an agenda is currently being prepared.

The Tobacco Use policy was vetted by the Governance and Appeals Committee and is now recommended for Board approval. A great number of stakeholders were consulted and were in agreement to move to a non-smoking campus. The policy stipulates this with an effective date of September 1, 2017. A promotion campaign will be issued prior to that date. After some discussion, the following motion was proposed:

**5) MOVED by Mr. Shawn Murphy, SECONDED by Dr. Don Desserud that the UPEI Board of Governors approves the Tobacco Use policy as presented and as recommended by the Governance and Appeals Committee. CARRIED**

Mr. Murphy also informed Board members that the Governance and Appeals Committee reviewed the University Closure Policy and recommend it for Board approval. The following motion was presented:

- 6) **MOVED by Mr. Shawn Murphy, SECONDED by Mr. Duncan Shaw that the UPEI Board of Governors approves the University Closure policy as presented and as recommended by the Governance and Appeals Committee. CARRIED**

Mr. Murphy also stated that our current strategic plan will expire in 2018. President Abd-El-Aziz indicated that he's spoken with his VPs and Deans about starting the process to create a plan for the next five-year period.

d) Property and Asset Committee: Ms. Margo Thompson informed Board members that the January meeting of this committee was cancelled as there was nothing new to report. Updates on the SIF projects as well as the status of deferred maintenance issues will be the focus of the next meeting of this committee.

## **MEETING MOVED TO IN CAMERA**

### **MOVED TO OPEN SESSION**

Mr. Sinnott reported that a request to change the name of the School of Business to the Faculty of Business was presented to Senate on January 13, 2017. The rationale behind this request was provided to senators and they approved this request. The Board was asked to support the Senate's decision and the following motion was proposed:

- 15) **MOVED by Ms. Bertha Campbell, SECONDED by Dr. Rabin Bissessur that, as recommended by the Executive Committee, the Board of Governors supports Senate's approval to rename the UPEI School of Business to the UPEI Faculty of Business. CARRIED**

President Abd-El-Aziz also noted that the School of Nursing is looking to change their name from the School of Nursing to the Faculty of Nursing in the near future. The School of Mathematical and Computational Sciences and the School of Sustainable Design Engineering fall under the Faculty of Science.

9. **NEW BUSINESS**

There was no new business.

10. **ADJOURNMENT**

The meeting adjourned at 8:05 p.m.