



**UPEI BOARD OF GOVERNORS  
BOARD OF GOVERNORS COMMITTEE MEETING  
Thursday, January 31, 2019  
618 University Avenue  
6:00 – 9:00 pm**

**MINUTES**

**Members Present:** Mr. Pat Sinnott, Chair, UPEI Board of Governors; Alaa Abd-El-Aziz, President; Hon. Catherine Callbeck, Chancellor; Mr. Bertha Campbell, Dr. Adam Fenech, Mr. Scott Harper, Ms. Mary Best, Dr. Rabin Bissessur, Mr. James Bradley, Professor Tim Carroll, Ms. Kathy Hambly, Mr. Peter Hayes, Mr. Ed Lawlor, Mr. Alex MacBeath, Ms. Shannon MacDonald, Dr. James Moran, Ms. Perlene Morrison, Ms. Shauna Sullivan Curley, Mr. Brian Thompson, Ms. Margo Thompson, Dr. Liane Nelson (via webex), Mr. Will McGuigan and Mr. Owen Shaw

**Regrets:** Dr. Janice Gillis, Dr. Geraldine Johnston, and Dr. Sandy MacDonald

**Invited:** Mr. Philip Brown, Mayor of Charlottetown

**Staff Present:** Ms. Jackie Podger, Vice President Administration and Finance  
Ms. Dianne MacLean, Administrative Assistant to the Board

**1. CALL TO ORDER**

Mr. Pat Sinnott, Chair, called the meeting to order at 6:15p.m. and thanked everyone for attending. He paid a special welcome to Mayor Brown and invited him to say a few words. The Mayor shared his vision of a collaborative and congenial relationship with UPEI and the City of Charlottetown. After fielding a couple of questions and receiving supportive comments from the Board, Mayor Brown left the meeting.

**2. APPROVAL OF MINUTES**

The draft minutes of the UPEI Board of Governors' meeting of November 30, 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 Mr. Peter Hayes, SECONDED by Ms. Perlene Morrison, that the minutes of the November 30, 2018 meeting of the UPEI Board of Governors be approved as presented. CARRIED**

**3. CHAIR'S REPORT**

Mr. Sinnott indicated that he was grateful for the visit from the Mayor this evening. The Board is looking forward to a good working relationship between the University and the City of

Charlottetown.

Mr. Sinnott informed Board members that he, the President and the Chancellor, attended a most enjoyable and successful UPEI New Year's Day Levee.

Mr. Sinnott, on behalf of the Board, congratulated President Abd-El-Aziz for recently being admitted as a Fellow of the Royal Society of Chemistry.

**4. PRESIDENT'S REPORT**

President Abd-El-Aziz provided a written report to Board.

The President informed Board members that there is a lot of interest around UPEI offering the following programs: Psychology, Political Science, Economics, Applied Communication, Leadership and Culture and Theatre Arts in Egypt. The Chair of the Board of the University of Canada Egypt visited UPEI recently and met with the Dean of Arts to discuss future offerings of various programs.

The President reported that he and Mr. Sinnott will be travelling to Juan Carlos University in Madrid, Spain to meet with the President and to speak about Convocation ceremonies and other matters pertaining to the Masters of Global Affairs Degree. Adam Fenech and James Moran spoke positively about their experiences teaching these students when they were on the UPEI campus. The students in the Masters of Global Affairs program are now in Madrid to begin their second semester.

The President noted that the Inspire Campaign has exceeded its goal of \$50M and well before the end date of December 31, 2019. He will be announcing the closing of this campaign in the next 3-4 weeks.

**5. CAMPUS MASTER PLAN REFRESH - APPROVAL**

Ms. Jackie Podger informed Board members that section 1.3 of the Campus Master Plan has been updated to reflect the updated 2018-2023 UPEI Strategic Plan. As well, a couple of pictures have been replaced with more current photos. As Board members had no questions or concerns, the following motion was proposed:

**2) MOVED by Ms. Margo Thompson, SECONDED by Professor Tim Carroll  
that the UPEI Board of Governors approves the Campus Plan Update January 2019 as  
presented. CARRIED**

**6. SENATE REPORT**

A written report was provided to Board members in the meeting package and contained the following information.

The Senate Committee met on Friday, January 11th.

i) Senate Dates for the Winter Semester have been adjusted and the new dates are

March 1<sup>st</sup>  
April 5<sup>th</sup>  
May 3<sup>rd</sup>

ii) Senators were also informed that a proposal will be coming forward for approval to increase the Convocation ceremonies to three.

iii) President Abd-El-Aziz reported that he spoke at a National Conference on Education in Egypt before Christmas, and there was a great deal of interest in what UPEI is doing in the following programs:

Psychology (not just undergraduate but the doctoral degree)  
Political Science  
Economics  
Applied Communication, Leadership and Culture  
Theatre Arts

iv) 120 students applied to graduate before the next scheduled convocation ceremony and these were all approved at the Senate meeting.

v) University Librarian Search Committee has short-listed three candidates. Each of these will be providing a public presentation to the campus community in the near future.

**7. STUDENT UNION REPORT**

Mr. Will McGuigan reported on a number of issues including a campaign on Mental Health where hearts are being sent to the Minister of Health in Ottawa. This is a collaboration event with other universities in the Maritimes and is timely as UPEI's Mental Health week is scheduled for next week.

He noted that the Student Union has started a food bank in the student centre providing not only food, but supplies such as pencils, pens, paper, toothpaste, toothbrushes etc.

The Student Union has started a new initiative called "Panther Patrol" which is a shuttle service for students to and from grocery stores in the area on Wednesday evenings after Trivia. They also will provide shuttle service to and from the airport for students requiring transportation.

Mr. McGuigan also noted that finding available and affordable student housing, especially in September and January is was a big issue for students.

**8. BOARD COMMITTEES' UPDATE**

**a) Property & Asset:** Ms. Margo Thompson reported that a concept for a recognition piece for Alex B. Campbell was presented to the Property Committee. The Committee provided constructive, detailed ideas and asked management to work with an architect to incorporate the Committee's ideas. The result will be brought to the committee for review, approval and recommendation.

Ms. Thompson informed the Board that renovations for the W. A. Murphy Centre and Robertson Library will be proceeding. An RFP for design is going out soon.

Ms. Thompson also noted that her Committee received an update on the Canada Games 2023 from the President. The President provided details to Board members as well. Following a great deal of discussion, the following motion was proposed:

**3) MOVED by Ms. Margo Thompson, SECONDED by Professor Tim Carroll that the UPEI Board of Governors recommends that Administration proceed to RFP for design of the new residence building, at a cost up to, but not exceeding, \$100,000. CARRIED**

**b) Finance and Audit:** Mr. Alex MacBeath stated that the Committee met on January 22<sup>nd</sup>. He highlighted the following:

- Project Beacon – The Committee received a power point presentation on the status of Project Beacon. The Go-Live Date for HR/Payroll has been moved to July. Management is developing a comprehensive Communication Plan to support the Go-Live Event.
- Network Revitalization – The CIO reported that an RFP was issued in December and three vendors responded. Each vendor will be providing a presentation and a successful proponent will be selected afterwards. The electrical system upgrade is on hold until the RFP is finalized, and a summary report has already been completed on what needs to be done.
- Internal Audit Reports – The Committee received an Internal Audit Report on Hiring of Tenure-Track Faculty. The Committee also received a follow up report on the Bookstore Audit and will soon be receiving a Campus Accessibility Audit report.
- The Internal Auditor carried out a fact-finding process on Synapse. The Finance and Audit Committee will establish a sub-committee to make recommendations to the Finance and Audit Committee regarding:
  - Management of IP at the University and the transfer of knowledge and innovation developed within UPEI
  - Appropriate model(s) including assessing the role, objectives, purpose and structure of Synapse

The President reported that he will present the budget at the next Finance & Audit Committee meeting. The Committee also received the Operating Budget to Actual Report (second trimester) for Fiscal 2018-2019.

**c) Development, FR and ER:** Ms. Kathy Hambly reported that the Committee met on January 23, 2019. She highlighted a number of items including the 50<sup>th</sup> Anniversary Celebrations that are being arranged. There are a number of other events planned and a list of these was provided to Board members

UPEI is hosting the NIBS Case Competitions in February, 2019 with approximately 16 countries represented. This is a prestigious event and our students usually do very well.

The Inspire Campaign has exceeded its goal of \$50M and well before the end date of December 31, 2019. An announcement will be issued related to the campaign closing, and the next fundraising campaign will be in support of the Library.

A summary of E-votes approving seven awards was circulated in the Board meeting package for information.

**d) Governance and Appeals:** Ms. Shannon MacDonald noted that the Committee met two weeks ago. The Committee Mandate is currently under review. A number of policies were reviewed, changes were suggested, and the draft mandate has been sent to legal counsel for review.

The Committee had initial discussions regarding subject matter for the Board Retreat.

**e) Executive Committee:**

Mr. Sinnott stated that he didn't have anything to add to the meeting that wasn't already shared by other committees.

**f) Human Resources Committee:**

**MEETING MOVED TO IN CAMERA**

**MEETING RETURNED TO OPEN SESSION**

**9. NEW BUSINESS**

There was no further business.

**10. ADJOURNMENT**

The meeting adjourned at 8:55 p.m.