



**UPEI BOARD OF GOVERNORS
BOARD OF GOVERNORS COMMITTEE MEETING
Thursday, May 17, 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, Ms. Bertha Campbell, Professor Tim Carroll, Dr. Gary Conboy, Ms. Tracey Cutcliffe, Dr. Janice Gillis, Ms. Kathy Hambly, Mr. Scott Harper, Mr. Ron Keefe, Ms. Shannon MacDonald, Mr. Will McGuigan, Mr. Shawn Murphy, Dr. Liane Nelson, Mr. Owen Shaw, Mr. Duncan Shaw, Ms. Shauna Sullivan Curley, and Ms. Margo Thompson

Regrets: Dr. Don McDougall, Chancellor; Mr. Andrew Bartlett, Dr. Rabin Bissessur, Dr. Geraldine Johnston, Mr. Ed Lawlor, Dr. Brian MacMillan, and Dr. James Moran

Staff Present: Ms. Jackie Podger, Vice President Administration and Finance
Ms. Tara Judson, Comptroller
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 6:23 pm and thanked everyone for coming. A special welcome was granted to Owen Shaw, who was attending his first Board meeting as a student representative.

2. APPROVAL OF MINUTES

The draft minutes of the UPEI Board of Governors' meeting of April 4, 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. Will McGuigan, SECONDED by Ms. Shauna Sullivan Curley, that the minutes of the April 4, 2018 meeting of the UPEI Board of Governors be approved as presented. CARRIED

3. CHAIR'S REPORT

Mr. Pat Sinnott reported that he attended Convocation ceremonies last weekend where more than 950 students received their degrees.

Mr. Sinnott informed Board members that, from April 15 to 19, he and Ms. Margo Thompson (each at their own expense) accompanied Dr. Alaa Abd-El-Aziz and Dr. Barbara Campbell, Vice President International Relations, on a visit to the University of Canada – Egypt. As independent board members, Mr. Sinnott and Ms. Thompson felt it important to see the location first hand and to meet the principals of the University of Canada – Egypt and their senior team at the site of the University.

The principal proponent, Dr. Magdy Elkady, has surrounded himself with a strong senior team. While there, two large meetings were held: a press conference at the site and an information session with educators was held at a hotel in Cairo. It was made very clear that UPEI standards, terms and conditions will apply at the University of Canada – Egypt .

Ms. Thompson described the scale and pace of the development of the New Administrative Capital within which the University of Canada – Egypt is situated. The pace of development is impressive and it was clear that there is strong support from the Government of Egypt for the University and for the continued development of the New Administrative Capital, which currently is approximately 45 minutes outside of Cairo.

Mr. Sinnott noted that six of the 26 Board members are elected to the Board by the Board itself. Two of the current six representatives have terms that expire on May 31, 2018 – Mr. Ron Keefe and Mr. Shawn Murphy. Mr. Sinnott thanked both Mr. Keefe and Mr. Murphy for their dedication and support to the Board over the past number of years.

The Executive Committee is the nominating committee for the Board, and at the May 8th meeting of the Executive Committee, a motion was passed recommending that the UPEI Board of Governors appoint Mr. Alex MacBeath and Mr. Peter Hayes to the UPEI Board of Governors for a three year term - June 1, 2018 to May 31, 2021. The following motion was proposed:

2) MOVED by Ms. Tracey Cutcliffe, SECONDED by Ms. Shannon MacDonald that the UPEI Board of Governors appoints Mr. Alex MacBeath and Mr. Peter Hayes to the Board for a three year term – June 1, 2018 to May 31, 2021 – as recommended by the Executive Committee. CARRIED

Other Board members are appointed to the Board by virtue of their position at the University and by other entities within the University, and nine members are appointed by the Lieutenant-Governor in Council.

Mr. Sinnott also reminded everyone of the Board Retreat planned for Wednesday, May 30th.

4. PRESIDENT'S REPORT

President Abd-El-Aziz provided a written report to Board members, but he highlighted a couple of items.

Ms. Krista Grant, Director of Marketing and Communications, is leaving the employment of UPEI and going to work for the Nova Scotia Health Authority. The President thanked Krista for her service to the University and wished her well in her new appointment.

President Abd-El-Aziz also stated that, with the implementation of Project Beacon, the turnaround time for the University to respond with an offer to an application has been reduced from 16 days to 2 days. The number of students from the Island applying to UPEI this year has risen. The President noted that our retention numbers are also very good. He paid special thanks to the staff of ITSS as well as the Registrar's office for all their hard work.

5. STUDENT UNION REPORT

Mr. Will McGuigan stated he didn't have a lot to report but that the new Executive are getting ready for the fall. The Student Union helped with the events for the graduating class, and students enjoyed Convocation week.

A copy of the Student Opinion of Teaching Survey results was shared with Board members. Mr. McGuigan noted that faculty didn't like many of the recommendations that came from the survey. Further work will be carried out on this project over the summer months.

Mr. McGuigan informed Board members that the Wave Project is on schedule and renovations should be completed for the grand opening planned for the end of August 2018.

The Student Union joined the "Faculty and Staff Awards" event this year, presenting Professor David Varis, Faculty of Arts, with the Student Union Faculty Award and Ms. Heidi MacDonald, Student Services, with the Student Union Staff Award. The Student Union also presented an Honorary Lifetime Membership award to Sister Susan Kidd – an award which has only been presented 15 times in the last 29 years.

6. SENATE REPORT

Ms. Bertha Campbell provided the Senate report to Board members.

The Senate Committee met twice since the last Board meeting – April 6th and May 4th, 2018. The University received financial support for the Doctor of Psychology Program as well as funding for the Mental Health Proposal put forth by the Student Union.

Ms. Campbell informed Board members that a Search Committee for a Chief Librarian has been established.

7. E-VOTE SUMMARY

MOVED IN CAMERA

RETURNED TO OPEN SESSION

8. BOARD COMMITTEES' UPDATE

a) **Finance and Audit:** Mr. Ron Keefe reported that the Committee met on May 7th and a number of issues were discussed.

i) Grant Thornton representatives attended the meeting and reviewed the Audit plan in detail with Committee members and a motion followed.

- ii) President Abd-El-Aziz presented the draft budget of 2018-2019 to the Finance and Audit Committee. After some discussion, the Committee approved the draft budget and recommended to the Board that it be approved.

Mr. Keefe asked President Abd-El-Aziz to review the budget with Board members. Some questions were presented, after which the following motion was proposed:

3) MOVED by Mr. Ron Keefe, SECONDED by Professor Tim Carroll that the UPEI Board of Governors approves the proposed Budget 2018-2019 as presented and as recommended by the Finance and Audit Committee. CARRIED

- iii) Two policies were presented to the Finance and Audit Committee for approval.

a) **International Student Fee Policy**

The policy was presented as an update to the previous policy with some minor changes to terminology as well as clarifying of exemptions. The Finance and Audit Committee approved this policy and recommended it for Board approval. One minor amendment was suggested and then the following motion was proposed:

4) MOVED by Mr. Ron Keefe, SECONDED by Ms. Bertha Campbell that the UPEI Board of Governors approve the International Student Fee Policy as amended and as recommended by the Finance and Audit Committee. CARRIED

b) **Pension Investment Policy**

The current UPEI Pension Investment policy will be repealed as the governance of the plan now rests with the Sponsor Board and Trustees of the Pension Plan for the Employees of UPEI. The following motion was proposed:

5) MOVED by Mr. Ron Keefe, SECONDED by Mr. Will McGuigan that the UPEI Board of Governors repeal the Pension Investment Policy as presented and as recommended by the Finance and Audit Committee. CARRIED

b) **Development, FR and ER:** Ms. Kathy Hambly reported that the Committee met on April 30, 2018. The Inspire Campaign is currently at \$43,606M. The Staff and Faculty appeal is underway.

The Marketing and Communications Department is working on a redesign of our website to make it easier to navigate. Events to celebrate UPEI's 50th Anniversary are being considered.

Ms. Hambly provided a memo to Board members informing them of the named awards that have been approved since the last meeting of the Board, either at the meeting of the Development, FR and ER Committee or by way of an e-vote. These are noted below:

- i) **The Roderick Stirling MacDonald Scholarships - \$1M
(endowed - minimum 35 new scholarships)**
- ii) **The Juergen Krause Award - \$1000
(annually funded – one award)**

- iii) **The Standardbred Enthusiasts Awards – 2 x \$2,500
(annually funded- two awards)**
- iv) **The Betty M. Jeffrey Award - \$500 – (endowed – one award)**
- v) **The Paula “Suzanne” MacPherson Memorial Scholarship – Minimum of
1000 (endowed)**

c) **Governance and Appeals:** Mr. Shawn Murphy informed Board members that discussions have occurred at the Committee level regarding FOIPP. A motion was tabled related to all 3rd-party contracts being posted to the website. The Committee will deal with this in September. There was one appeal and it was addressed earlier today.

The “Code of Conduct” policy was reviewed and minimal changes were brought forward to align with the current Conflict of Interest policy. The policy was approved by the Committee, with a recommendation for Board approval. The following motion was proposed:

6) MOVED by Mr. Shawn Murphy, SECONDED by Ms. Shannon MacDonald that the UPEI Board of Governors approves the “Code of Conduct” policy as presented, and as recommended by the Governance and Appeals Committee.

d) **Property & Asset:** Ms. Margo Thompson informed Board members that the Committee met on May 3rd. The Committee reviewed the draft Campus Master Plan Refresh and felt it was a very good plan.

Since the new strategic plan will be finalized in the Fall, the Refresh of the Campus Master Plan will be presented to the Board in the Fall and work be done to ensure that the new strategic plan and the Campus Master Plan are aligned. Ms. Thompson will ask Mr. Calvin Brook to attend the Board meeting in October to present the Campus Master Plan Refresh.

Ms. Thompson requested that management make a presentation to the Board regarding the University’s plans to accommodate the increase in demand for space and resources associated with continued increases in enrolments .

There has been no further update on the Canada Games 2023.

e) **Human Resources:**

MEETING MOVED “IN CAMERA”

MEETING RETURNED TO OPEN SESSION

The Draft Board dates were circulated to Board members, and the following motion was proposed:

15) MOVED by Mr. Shawn Murphy, SECONDED by Ms. Bertha Campbell that the following Board of Governors Meeting Dates for 2018-2019 be approved:

October 4, 2018

November 29, 2018
January 31, 2019
April 11, 2019
May 16, 2019

CARRIED

10. OTHER BUSINESS

No other business was discussed.

11. ADJOURNMENT

The meeting adjourned at 9:29 p.m.