



**UPEI BOARD OF GOVERNORS
BOARD OF GOVERNORS COMMITTEE MEETING
Thursday, October 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; Ms. Mary Best, Dr. Rabin Bissessur, Dr. Catherine Callbeck, Professor Tim Carroll, Dr. Adam Fenech, Dr. Janice Gillis, Ms. Kathy Hambly, Mr. Scott Harper, Mr. Peter Hayes, Dr. Geraldine Johnston, Mr. Alex MacBeath, Ms. Shannon MacDonald, Dr. Brian MacMillan, Ms. Perlene Morrison, Dr. Liane Nelson, Mr. Owen Shaw, and Ms. Shauna Sullivan Curley

Regrets: Ms. Bertha Campbell, Ms. Tracey Cutcliffe, Mr. Ed Lawlor, Mr. Will McGuigan, Dr. James Moran, Mr. Duncan Shaw and Ms. Margo Thompson

Staff Present: Ms. Jackie Podger, Vice President Administration and Finance
Ms. Nicole Phillips, Associate 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 6:35 pm and thanked everyone for coming. A special welcome was granted to Honorary Catherine Callbeck who was attending her first Board meeting as our new Chancellor. Mr. Sinnott also welcomed the following new members to their first Board meeting: Dr. Adam Fenech, Mr. Peter Hayes, Mr. Alex MacBeath and Ms. Perlene Morrison.

2. APPROVAL OF MINUTES

The draft minutes of the UPEI Board of Governors' meeting of May 17, 2018 were circulated to Board members prior to the meeting. One small amendment was suggested and the following motion was then proposed:

1) MOVED by Professor Tim Carroll, SECONDED by Ms. Geraldine Johnston, that the minutes of the May 17, 2018 meeting of the UPEI Board of Governors be approved as amended. CARRIED

3. NOTIFICATION OF E-VOTE RESULTS

MEETING MOVED IN CAMERA

RETURNED TO OPEN SESSION

4. PRESIDENT'S REPORT

President Abd-El-Aziz provided a written report to Board members, but also commented on the following topics.

The President informed Board members that the student registrations have improved since his written report was finalized. We currently have 4,669 students registered, which is the largest class in the history of UPEI. Full time student enrolments are up by 3.9%; graduate student enrolments are up by 8% at a total of 461 students; and total course registrations are at 18,942 which is an increase of 3.5%. President Abd-El-Aziz credits the hard work of our recruiters and the staff of the Registrar's office for an increase in enrollments.

President Abd-El-Aziz noted that he was invited to speak at the Commonwealth Society luncheon earlier today. We currently have 455 students that come from Commonwealth countries which reflect 37% of our International student population. The President is hoping to host an event on campus with these students in the near future.

In regards to the joint Master degree in Global Affairs at the Juan Carlos University in Spain, the President reported we received 200 applications but are only able to accommodate 26 students. Of these 26 students, eight are having Visa issues at the present time. President Abd-El-Aziz also stated that he's been invited to the first Board meeting of the University of Canada Egypt (UCE) in November. He also stated that he will be bringing the President and Vice President of the Student Union with him to Egypt so that the students can converse with students there about setting up a Student Union. The UCE will incur all the travel costs involved. The Canadian University in Dubai will be offering integrated courses in Climate Change and Environmental Studies and hope to begin in September 2019.

The President also noted that UPEI will be purchasing the largest drone in Canada to aid in precision agriculture and coastal erosion research.

5. CHAIR'S REPORT

Mr. Pat Sinnott informed Board members that during the summer he and Mr. Ed Lawlor met with the external auditors for a mid-audit review. As well, the Principals of University Canada Egypt travelled to PEI along with their media personnel.

At this point, Mr. Sinnott asked that President Abd-El-Aziz and Vice President Podger to leave the meeting.

MOVED TO IN CAMERA

MEETING RETURNED TO OPEN SESSION

At this point, President Abd-El-Aziz and Ms. Podger returned to the meeting. Mr. Sinnott reported that a communication plan around the President's extension has been prepared

and a public announcement will be issued to the campus community on Friday afternoon.

6. STUDENT UNION REPORT

Mr. Owen Shaw provided the Student Union Report on behalf of Will McGuigan, SU President. Mr. Shaw report that they had the biggest New Student Orientation in UPEI history and saw a lot of interest from first year students who wanted to get involved as well as more engagement with veterinary medicine students and graduate studies students.

The Fox & Crow is doing very well, and students love the newly renovated pub and cafe. Sales were up 60% in September compared to last year, and because of the increase in demand, more staff was needed.

Student Union elections were held recently for various positions on the SU council, and first year students and international students showed a great deal of interest in joining.

A number of events were held recently including Health and Safety Week, the Volunteer fair (which was a huge success with the Student Union having pages of students who wanted to sign up to volunteer), Financial Literacy day (which had a larger turn out the last year), and the graduate student orientation which was amazing and we had lots of grad students come out and meet each other.

Finally, the SU has started a tradition which they hope will live on at UPEI for years to come. At St. FX they have the X; at Acadia they have the A; so at UPEI, we are asking students to put up a claw!

7. SENATE REPORT

Dr. Rabin Bissessur reported that the Senate met on Friday, September 14, 2018.

President Abd-El-Aziz reported that the total number of graduates in the class of 2018 was 957.

Enrollments are up by 2%, with a total of 4,644 students.

A total of 63 students applied over the summer to graduate before Convocation 2019.

Dr. Rabin Bissessur has been renewed for another three year term, to June 30, 2021, on the Board as a Senate representative, and Dr. Adam Fenech has been elected to sit on the Board of Governors as a Senate rep for a three-year term, to June 30, 2021.

8. BOARD COMMITTEES' UPDATE

a) **Finance and Audit:** Mr. Alex MacBeath reported that the Committee met on September 25th and reviewed the UPEI Consolidated Financial Statements in detail with

our external auditors, Grant Thornton. The management letter will be issued in the near future and details will be brought back to the November Board meeting. The following motion was proposed:

3) MOVED by Mr. Alex MacBeath, SECONDED by Mr. Peter Hayes that the UPEI Board of Governors approves the UPEI Consolidated Financial Statements to April 30, 2018 as presented and as recommended by the Finance and Audit Committee. CARRIED

Committee members also discussed the appointment of external auditors for the period ending April 30, 2019, and the following motion was proposed:

4) MOVED by Mr. Alex MacBeath, SECONDED by Ms. Geraldine Johnston that the UPEI Board of Governors approves the appointment of Grant Thornton as the External Auditors for the UPEI Consolidated Financial Statements for the period ending April 30, 2019 as recommended by the Finance and Audit Committee. CARRIED
Ms. Perlene Morrison and Professor Tim Carroll abstained from voting.

Mr. Dana Sanderson, CIO, provided Committee members with an update on Project Beacon as well as an update on the Network Revitalization project.

Ms. Ouma Cuniah, Internal Auditor and Risk Management, reviewed a number of reports in detail with Committee members.

b) Development, FR and ER: Ms. Kathy Hambly reported that the Committee met on September 14, and has approved 12 new named awards since the last Board meeting. These are listed below:

| Name for Approval | Donor | | Type |
|---|--|-------------------------------|-----------------|
| The Bruce James Dewar Memorial Scholarship | Marylou Hughes | \$1000 | Annually Funded |
| The Dr. Satadal Dasgupta Memorial Award | Family of Dr. Dasgupta | \$500 | Endowed |
| The Gottschall-Pass and MacDonald Award | Dr. Kathy Gottschall-Pass and Dr. Dany MacDonald | \$500 | Annually Funded |
| The Marilyn MacDonald Memorial Nursing Award | Mr. Leo MacDonald | \$1500 | Annually Funded |
| The "From VK to C in 50" Scholarship | Ms. Janet Adams | \$2000/yr for four years | Annual Award |
| The Menadora MacDonald Master in Education Scholarship | Donna and Don Murnaghan | \$1000 | Annually Funded |
| The Alicia Bremner Case Competition Awards – Gift Agreement | Alicia Bremner | \$500 (Winter and Fall cycle) | Annually Funded |
| Empowering Teacher-Educator Scholarship | Ron MacDonald and others | \$1000 | Annual |
| The SDU Class of '68 Award | Phil MacDougall | \$1000 | Annually Funded |

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|--|--------------------------------|-------|-----------------|
| | /Eugene Murphy | | |
| The UPEI Deans' of Nursing Scholarship | Dean, UPEI Faculty of Nursing | \$500 | Annually Funded |
| Valerie and Alaa Abd-El-Aziz Graduate Nursing Award | Valerie & Dr. Alaa Abd-El-Aziz | \$500 | Annually Funded |
| Alaa and Valerie Abd-El-Aziz Graduate Award in Chemistry | Dr. Alaa & Valerie Abd-El-Aziz | \$500 | Annually Funded |

Ms. Hambly also reported that the Inspire Campaign is currently at \$45M of the \$50M goal with 12 months to go in the campaign. A copy of the UPEI Viewbook was available for all Board members, and Ms. Hambly noted that 12000 copies have been produced and will be used as a recruitment tool.

The 50th Anniversary celebrations are moving along nicely. The Student Union is hoping to do a commemorative yearbook of the past 50 years and is currently seeking funding. Planning continues for a commemorative piece in honor of Alex B. Campbell as well.

c) Governance and Appeals: Ms. Shannon MacDonald informed Board members that the Committee met on September 12 and discussed plans for this coming year. Ms. MacDonald noted that the Committee will be focussing on the areas of best practices, strategy, competitive forces, succession of leadership, recruitment, indigenization and colonization, program innovation, etc.

d) Property & Asset: Ms. Margo Thompson was not in attendance, so Mr. Pat Sinnott reported that with the Dalton Hall renovations completed, occupants have begun to move in. He offered Board members the opportunity to tour this building, and arrangements will be made to do this an hour or so before the November Board meeting.

e) **Executive Committee:** Mr. Pat Sinnott brought forward names for approval to sit on Board Committees. The following motions were presented and approved:

5) **MOVED** by Mr. Scott Harper, **SECONDED** by Dr. Brian MacMillan that the UPEI Board of Governors approves the appointment of Ms. Margo Thompson as Vice-Chair of the Board for a one-year term, to May 31, 2019 as recommended by the Executive Committee. **CARRIED**

6) **MOVED** by Professor Tim Carroll, **SECONDED** by Dr. Janice Gillis that the UPEI Board of Governors approves the appointment of Ms. Shannon MacDonald as Chair of the Governance and Appeals Committee; and the appointment of Mr. Peter Hayes to the Finance and Audit Committee and Ms. Perlene Morrision to the Human Resources Committee as recommended by the Executive Committee. **CARRIED**

e) **Human Resources:**

MEETING MOVED “IN CAMERA”

MEETING RETURNED TO OPEN SESSION

9. **NEW BUSINESS**

There was no new business.

10. **ADJOURNMENT**

The meeting adjourned at 8:00 p.m.