



**UPEI BOARD OF GOVERNORS  
BOARD OF GOVERNORS MEETING  
Monday, October 24, 2022**

**Via Zoom  
6:00 pm**

**MINUTES**

**Members Present:** Mr. Pat Sinnott, Chair, UPEI Board of Governors; Dr. Greg Keefe, President; Hon. Catherine Callbeck, Chancellor; Mr. Andrew Bartlett; Dr. Rabin Bissessur; Mr. James Bradley; Professor Tim Carroll; Ms. Kateri Coad; Mr. Charles Curley; Dr. Albert Fogarty; Ms. Kathy Hambly; Mr. Peter Hayes; Mr. Alex MacBeath; Dr. Sandy MacDonald; Ms. Shannon MacDonald; Mr. Adam MacKenzie; Dr. Stan MacPherson; Ms. Perlene Morrison; Mr. Brian Thompson

**Regrets:** Dr. Geraldine Johnston

**Staff Present:** Ms. Michelle Arbing, Executive Assistant to the Board  
Dr. Greg Naterer, Vice-President Academic and Research  
Ms. Jackie Podger, Vice-President Administration and Finance  
Mr. Dana Sanderson, Chief Information Officer

**1. CALL TO ORDER**

Mr. Pat Sinnott, Chair, called the meeting to order at 6:00 p.m. and thanked members for attending the meeting.

**MEETING MOVED TO IN CAMERA**

**MEETING MOVED TO OPEN SESSION**

*Dr. Greg Naterer, Ms. Jackie Podger and Mr. Dana Sanderson joined the meeting.*

**2. APPROVAL OF MINUTES**

The draft minutes of the UPEI Board of Governors' meeting of May 17, 2022 were circulated to Board members prior to the meeting. With minor revisions, the following motion was proposed:

- 1) MOVED by Dr. Stan MacPherson, SECONDED by Prof. Tim Carroll, that the minutes of the May 17, 2022 meeting of the UPEI Board of Governors be approved as presented.  
CARRIED.**

**3. CHAIR'S REPORT**

Mr. Pat Sinnott provided an overview of the role of Board Secretary to Members, which for the last two years, during COVID, has been vacant. The following motion was put forth:

- 2) MOVED by Dr. Sandy MacDonald, SECONDED by Ms. Shannon MacDonald, that the UPEI Board of Governors' approve the appointment of Mr. Brian Thompson as Board Secretary. CARRIED.**

Mr. Pat Sinnott noted an employee vacancy on the Board of Trustees for the Pension Plan for the Employees of the University. The following motion was put forth:

- 3) MOVED by Mr. Peter Hayes, SECONDED by President Greg Keefe, that the UPEI Board of Governors appoints Mr. Matt O'Neill to the Board of Trustees for the Pension Plan for the Employees of the University of Prince Edward Island for the term October 24, 2022 to October 24, 2024. CARRIED.**

Mr. Pat Sinnott referenced the draft Board of Governors Committee Composition 2022-2023 that was circulated in advance of the meeting. The following motion resulted:

- 4) MOVED by Professor Tim Carroll, SECONDED by Dr. Sandy MacDonald that the UPEI Board of Governors approve the Committee Composition as set forth. CARRIED.**

**4. PRESIDENT'S REPORT**

President Keefe referenced his detailed report that was circulated to Members in advance of the meeting. He shared that the semester was off to a good start with students back on campus in person and that he and Dr. Naterer hosted a welcome back barbeque for faculty and staff.

On the academic side, the Faculty of Indigenous Knowledge, Education, Research and Applied Studies is doing well and the mandatory course that was approved by Senate last year was piloted, quite successfully, over the summer, is offering 14 sessions this Fall. Also being offered is a free Mi'kma'ki language course to indigenous peoples on PEI.

President Keefe indicated the medical school is progressing well. Due to the timeline for accreditation for the Faculty of Medicine, the first intake of students will be under the Memorial University of Newfoundland's accreditation. It was noted that this would have no impact from a student perspective.

President Keefe provided an update on COVID. He indicated that in August, it was decided that UPEI would continue with masking on campus and revisit the situation in Fall. In early October, it was decided to maintain the masking requirement in classroom settings but relax the policy in other areas of campus. This is in alignment with other institutions in the region.

President Keefe highlighted the incredible work that the ITSS team is doing to upgrade the campus infrastructure, in particular the wifi across campus. He extended appreciation to Mr. Dana Sanderson and the Information Technology team for their work in this area.

President Keefe paid compliments to Ms. Jackie Podger and her entire team, in particular, the Facilities Management team, for their commitment during the extenuating time of the Hurricane Fiona. The campus was fortunate not to sustain any substantial visible structural damage. The

Facilities Management team worked extremely hard to clean up the campus of debris, resulting in a return to in-person within a week. President Keefe praised the tremendous efforts of the UPEI team during the days post Fiona to help one another and members of the broader community. President MacDonald expressed his appreciation to the University for assisting Holland College students with meals during the aftermath of Fiona.

**5. STUDENT UNION REPORT**

Mr. Adam MacKenzie provided Members with an update on Student Union activities. He noted that at the start the semester, the focus was on regenerating student spirit. Hurricane Fiona relief was also a focus. The Fall by-elections are completed and Council is almost full. He is leading work on the Student Union's Strategic Plan and also working with the Cadre on a podcast that will cover all things campus life. The Student Union Vice-Presidents continue to be very busy with lobby meetings in all three levels of government, policy and priority work, as well as organizing student activities and also securing funding for students. The Student Union food bank tends to be utilized more than last year.

**6. SENATE REPORT TO THE BOARD**

Professor Tim Carroll provided details of recent Senate meetings. There were two regular scheduled meetings were held on September 16 and October 21, as well as a special meeting on October 5. The special meeting was called to address the loss of instructional days this Fall due to unforeseen circumstances. Fall calendar dates were amended to extend the last day of classes and to move the first day of final examinations.

**7. BOARD COMMITTEE UPDATES**

**a) Property and Asset Committee:** Mr. Peter Hayes reported that the Committee met on September 14, 2022 and received a presentation from the architects for the Faculty of Medicine building. The resulting motion was approved by the Board of Governors on October 4, 2022. The Vice-President Administration and Finance also provided a detailed presentation with respect to the new residence.

**b) Finance and Audit Committee:** Mr. Alex MacBeath informed Governors that the Committee met on September 20, 2022. At the meeting, Ms. Tara Judson, Comptroller and representatives from Grant Thornton were present and reviewed the Consolidated Financial Statements April 30, 2022. The following motion resulted:

**5) MOVED by Mr. Alex MacBeath, SECONDED by Mr. Jim Bradley, that the UPEI Board of Governors approves the UPEI Consolidated Financial Statements April 30, 2022, as presented and as recommended by the Finance and Audit Committee. CARRIED.**

Discussion on the auditor appointment for the period ending April 30, 2023, resulted in the following motion:

**6) MOVED by Mr. Alex MacBeath, SECONDED by Dr. Stan MacPherson, that the UPEI Board of Governors approve the appointment of Grant Thornton as the External Auditors for period ending April 30, 2023 as recommended by the Finance and Audit Committee. CARRIED.**

(It should be noted that Ms. Perlene Morrison abstained from this vote.)

The Finance and Audit Committee also received an update from Ms. Jackie Podger on the new residence. President Keefe presented details for the Faculty of Medicine building and the resulting motion was approved by the Board of Governors at its October 4, 2022 meeting. Mr. Dana Sanderson provided the Committee with an update on the network modernization project. Representatives from Grant Thornton, along with Mr. Dana Sanderson and Ms. Ouma Cuniah provided a presentation on cybersecurity. Ms. Ouma Cuniah also presented the Committee with the three year Internal Audit plan, 2022-2025.

- c) **Development, Fundraising and External Relations Committee:** Ms. Kathy Hambly informed Governors that the Committee did not meet in September; however, an e-vote was conducted resulting in three new awards.
- d) **Governance and Appeals Committee:** Ms. Shannon MacDonald reported that the Committee met on September 14. The Committee discussed a work plan for the upcoming year. Ms. Ouma Cuniah attended and a discussion was held on risk management. Dr. Greg Naterer attended the meeting and along with President Greg Keefe, presented an updated Selection of Deans Policy, titled, Appointment and Review of Deans and Associate Deans Policy, resulting in the following motions:
- 7) **MOVED by Ms. Shannon MacDonald, SECONDED by Mr. Brian Thompson, that the UPEI Board of Governors repeal the Selection of Deans Policy, as recommended by the Governance and Appeals Committee. CARRIED.**
- 8) **MOVED by Ms. Shannon MacDonald, SECONDED by Dr. Sandy MacDonald, that the UPEI Board of Governors approve the Appointment and Review of Deans and Associate Deans Policy, as recommended by the Governance and Appeals Committee. CARRIED.**
- e) **Executive Committee:** Mr. Sinnott informed Members that there were no matters to discuss that have not already been addressed by the committee reports.

**MEETING MOVED TO IN CAMERA**

- f) **Human Resources Committee:**

**MEETING RETURNED TO OPEN SESSION**

Mr. Pat Sinnott expressed appreciation to Dr. William Montelpare, who recently joined the Board of Governors.

**8. ADJOURNMENT**

The meeting adjourned at 7:42 pm.