



**UPEI BOARD OF GOVERNORS
BOARD OF GOVERNORS' MEETING
Tuesday, October 7, 2025
Alumni Hall, Room 102 and Via Teams
3:30 pm**

MINUTES OF THE ANNUAL GENERAL ASSEMBLY

- Members Present:** Shannon MacDonald (Chair) Wendy Rodgers (President) Karen Creighan; Gary Evans; Hon. Diane Griffin; Geraldine Johnston; Erica Kyalo; Alex MacBeath; Kevin Magee; Mary Anne McMahon; William Montelpare; Luciana Quiroa Paredes; Ajay Sahajpal; Brian Thompson; John McIntyre, Richard Raiswell
- Regrets:** Lynn Ellsworth, Alexander (Sandy) MacDonald, Brian Affouan, Don MacKenzie, Pam Montgomery, Kateri Coade
- Staff Present:** Jane Ngobia, Vice-President, People and Culture; Tim Walker, Vice-President, Administration and Finance; Greg Naterer, Vice-President, Academics and Research; Mark Caduc Chief Information Officer; Pascal Robichaud, University Secretary; Pam Trainor, Advisor to the Board of Governors; Gloria Tsoi, Administrative Assistant

1. Call to Order and Land Acknowledgement

Chair, S. MacDonald called the meeting to order at 3:35 pm and acknowledged the land.

The Chair noted that this is the first AGM of the University's history, which fulfils a commitment following the Governance Review.

The Chair noted the departure from the Board of Sara Underhill and the coming of two new members, John McIntyre and Richard Raiswell.

John McIntyre, a professor and Chair of the in the English Department at the Faculty of Arts was elected by Senate to a three-year term on Board of Governors starting in September 26. Welcome Governor McIntyre.

Richard Raiswell, a professor and Chair of History at the Faculty of Arts was elected from the Teaching Staff of the University to a three-year term on the Board of Governors on October 1, 2025. Welcome to you as well, Governor Raiswell.

There being no request for items of business to be moved from the consent agenda to the deliberative agenda, the following are approved under consent: the meeting agenda and the committee annual reports.

2. Conflict of Interest

There were no conflicts declared.

3. President's Annual Report

A written report was provided to members ahead of the meeting. The President's report is structured along the lines of the fourteen points presented to the Board a year ago.

The 2024–2025 academic year marked a period of transition, renewal, and progress for UPEI. Guided by the University's mission and values, significant milestones were achieved across leadership renewal, governance, financial stability, and academic growth. The institution balanced a challenging budget environment, advanced enrolment and student success strategies; completed major steps toward the establishment of a Faculty of Medicine; and strengthened UPEI's research profile. Governance and leadership renewal provided a solid foundation for continued accountability and transparency. Collectively, these efforts reinforced UPEI's position as a student-centered, forward-looking university, committed to community, research, and academic excellence.

4. Chair's Annual Report

Written report included in the meeting materials under number 4 and is considered read.

The Chair takes the opportunity to reflect on the path taken by the Board over the last few years. Following the Governance Review conducted by Cheryl Foy, Board members have collectively committed to the improvement of the University's governance. Our progress has been impressive. She outlined many accomplishments that allow members to better focus their time and energy on fiduciary responsibilities and provide due oversight of the University's many important initiatives to bring its commitments under the Action plan to fruition.

The Chair reminded members of the ongoing process to select the next Chair and Vice Chairs of the Board, with candidacies open till October 31.

5. Audited Financial Statements

The Chair of the Finance, Audit and Risk Committee introduced the topic and presented the recommendation of the Committee. He noted that the statements have been provided to members ahead of the meeting and pointed out that the external auditors at Doane Grant Thornton have provided an unqualified opinion, with some recommendations mostly related to process and documentation. FARC held an in-camera session with the auditors in absence of management.

T. Walker presented an overview of the Audited Financial Statements and highlighted the chosen approach is comparative to the budget, as reflected in the Terms of Reference of the Finance, Audit and Risk Committee. Slides will be posted after the meeting today.

MOTION: MOVED BY A. McBeath and SECONDED by W. Montelpare that the Audited Financial Statements of UPEI for 2024 – 2025 be approved. CARRIED

6. Appointment of Committee Chair

B. Thompson speaks to the process to select a Chair of the Campus Culture Oversight Committee in replacement of Carolyn Simpson, who stepped down from the Board following her election to the PEI Legislature. A candidate has been identified but requires more time to ponder the role. The Board may be electronically consulted in the coming days to approve the appointment.

As for the appointment of a member to be appointed by the Board, the Governance, Nominating and Appeals Committee has put out a call for nominations and received five candidates. Interviews with prospective members are now proceeding with the aim of having a recommendation before the Board before long.

7. Consent Agenda

All items are approved.

8. Adjournment

MOTION: MOVED by M. A. McMahon, SECONDED by L. Paredes that the meeting adjourned at 4:30 pm.