

Board of Governors
Board of Governors Meeting
Public Session Minutes

Friday, March 18, 2011
2-1 University Hall (Council Chamber)
8:00 am – 12:00 pm

ATTENDEES:

Voting Members: Robert Campenot
C.H. William Cheung
Gordon Clanachan
Roy Coulthard
Nick Dehod
Brian Heidecker, Chair
Tanya Martelle
Jay Nagendran
Agnes Hoveland
Linda Hughes, Chancellor
Shenaz Jeraj
Louis Hugo Francescutti
Don Matthew
Ove Minsos
Jerry Naqvi
Sol Rolingher
Indira Samarasekera, President
Robert Teskey
Craig Turner

Officials: Carl Amrhein, Provost and Vice-President (Academic)
Lorne Babiuk, Vice-President (Research)
Phyllis Clark, Vice-President (Finance and Administration)
Don Hickey, Vice-President (Facilities and Operations)
Debra Pozega Osburn, Vice-President (University Relations)
O'Neil Outar, Chief Advancement Officer
Marion Haggarty-France, University Secretary
Brad Hamdon, University General Counsel
Dru Marshall, Deputy Provost
Marcia Lang, Chief of Staff and University Relations
Joan Burke, Board Secretary

Regrets: Marc de La Bruyère
Jim Hole

Guests: Gerry Kendal, University Registrar
Robin Cowan, Assistant Dean (Student Services & Community Affairs), Faculty of Arts
Bart Becker, Associate Vice-President (Facilities and Operations)
Philip Stack, Associate Vice-President (Risk Management Services)

Observers: Rory Tighe, President Elect, Students' Union
Raphael Lepage Fortin, Students' Union

Staff: Ann Hodgson, Acting Assistant Board Secretary

Chair: Brian Heidecker
Scribe: Ann Hodgson

OPENING SESSION

1. Chair's Session

1.1 Call to Order and Confirmation of Quorum

The Board Secretary, Ms. Burke, confirmed that the attendance constituted quorum. The Board Chair called the meeting to order at 8.05 a.m.

The Chair welcomed all Board members and invited guests, and noted that Mr. Marc de La Bruyère and Mr. Jim Hole were, unfortunately, unable to be in attendance.

The Chair informed Board members of the changes to the Student Representatives to the Board, as a result of the recent Students' Union election held in March. The Chair introduced Mr. Rory Tighe, President-Elect, Students' Union, and Mr. Rapheal Lepage Fortin, Undergraduate Board of Governors Representative-Elect. The Chair noted to Mr. Tighe and Mr. Lepage Fortin, that Ministerial Orders of Appointment have not yet been received by the Board, and emphasized that their letters of nomination should be submitted to the Minister from the Students' Union.

The Chair thanked outgoing Student Board Members, Mr. Nick Dehod and Mr. Craig Turner, for their excellent service to the Board during their tenure, and indicated that their service will be formally honoured at the June 16, 2011 Board of Governors Recognition Dinner.

Congratulations were conveyed by the Chair to Mr. Roy Coulthard, President of the Graduate Students' Association (GSA), on his successful term, and his recent re-election and continued term of appointment.

The Chair indicated that several handouts have been distributed to Board members, to provide updated information in support of respective agenda items to be discussed during Public Session.

1.2. Approval of Public Session Agenda

Motion: Clanachan/Matthew

THAT the Board of Governors approve the Open Session Agenda, as circulated.

CARRIED

1.3. Conflict of Interest – Opportunity for Declaration Related to the Agenda

The Board Chair made note of the following:

- The University of Alberta has policy and procedure in place for Conflict of Interest and Conflict of Commitment, and Board members make annual disclosures.
- In addition, Board members must declare any conflict related to the Board Agenda of each meeting and, in the event of such conflict, absent themselves from the discussion and voting on the item.
- The *Post-Secondary Learning Act*, Section 16(5) states that: *The members of the board must act in the best interests of the university.*

The Board Chair invited members to declare conflicts of interest related to the Open Session Agenda of the meeting. The Board Chair observed no declarations and declared that the question was duly asked and answered.

1.4 Chair's Remarks

Brief remarks were provided by the Chair with respect to the environmental situation in Japan and, on behalf of the Board, he expressed condolences to all those impacted by the crisis. The Chair noted that the President would be speaking in more detail with regard to the University's response to the Japan situation and other current, global events.

The Chair expressed condolences, on behalf of the Board, to the family of Ms. Margaret Weir Andrekson, a former Board member who passed away on Thursday, March 10, 2011, and recognized her significant contribution to the University of Alberta.

2. Report of the President

Agenda documentation is attached to these Minutes as Item 2.

In addition to her written report, the President also included verbal updates on:

- global concerns that are impacting U of A students/staff currently located in:
 - Japan – U of A administrators are maintaining contact with seven students and staff in exchange placements in Japan. All members remain safe and secure, and are being encouraged to return to Canada, with University financial and travel assistance extended.
 - New Zealand – where ten students are currently on exchanges; the University of Alberta International (UAI) Office is monitoring the situation, and has confirmation that all students are safe.
 - Egypt/Libya - UAI confirmed that no U of A students/staff are in these countries.
- ongoing efforts of Ms. Phyllis Clark, Mr. Philip Stack and their respective teams within Risk Management Services, and the staff of the University of Alberta International (UAI) Office to ensure the safety and well-being of U of A students and staff abroad. The President commended all the staff involved in these efforts.
- two prestigious *3M National Teaching Fellowships* awarded to Dr. Scott North, Professor in the Faculty of Medicine and Dentistry, and Dr. Billy Streat, Professor in the Faculty of Physical Education and Recreation, recognizing exceptional achievements and contributions by teacher scholars across Canada.
- significant achievement of Dr. Florence Myrick, Professor and Associate Dean (Teaching), recognized with an *Award for Excellence in Education* from the Canadian Association of Schools of Nursing (CASN).
- two Faculty of Arts alumni, Jane Ash Poitras, an internationally renowned aboriginal artist, and Robert Kroetsch, a renowned poet, novelist, essayist, and teacher, are both recipients of this year's *Lieutenant Governor of Alberta Distinguished Artist Award*.
- recent launch of the *Alberta Health Network* – a provincially unified, virtual health database, and shared initiative between the Universities of Calgary and Alberta, Ministries of Health & Wellness and Education & Technology, and Alberta Health Services. At the invitation of the President, Dr. Amrhein and Dr. Babiuk provided a brief update on the establishment of the Network and the impact on teaching and research at the University.

3. **Approval of Public Session Minutes**

3.1. Approval of the Public Session Minutes of February 11, 2011

Motion: Cheung/Naqvi

THAT the Board of Governors adopt the Open Session Minutes of its meeting on February 11, 2011.

CARRIED

ACTION ITEMS

4. JOINT Report of the Finance and Property Committee & Board Learning and Discovery Committee

4.1. Comprehensive Institutional Plan (CIP)

Agenda documentation is attached to these Minutes as Item 4.1.

Presenters: Carl Amrhein, Provost and Vice-President (Academic); Phyllis Clark, Vice-President (Finance and Administration); and Don Hickey, Vice-President (Facilities and Operations)

Purpose of the Proposal: Under new guidelines from Advanced Education and Technology (AET), the University of Alberta has prepared one Comprehensive Institutional Plan (CIP) that incorporates elements of the University's access plan, research plan, capital plan and budgets into one comprehensive document. The CIP replaces previous documents reviewed or approved by various governance committees including the Access Plan, University Plan, Capital Plan, and Budget. The CIP is for approval by the Board of Governors and is then filed with the appropriate Ministries of the Provincial Government. The CIP is written in support of the University's vision and mission as outlined in Dare to Discover and its Academic Plan, Dare to Deliver. The CIP outlines the University's academic and research priorities as articulated in Chapter 5, Academic Chapter, which in turn drives the University's capital and resource allocation priorities as found in Chapters 6, 7 and 8 of the CIP.

Discussion:

Mr. Gordon Clanachan, Presiding Officer of the Joint-Session Meeting of the Board Finance and Property Committee, and the Board Learning and Discovery Committee, reported that the 2011 Comprehensive Institutional Plan (CIP), had been received and reviewed thoroughly by both Committees and recommended to the Board of Governors. . Mr. Clanachan informed members that the wording of the Motion requires a slight change, to incorporate [... "subject to Ministerial approval"...], as the *Post-Secondary Learning Act* requires that the Ministry has final approval. He commented that the document before members was the result of a very long process of hard work, creativity, consultation, and compromise on the part of all of who had worked on it, and commended them for their efforts.

Mr. Clanachan invited Dr. Carl Amrhein, Ms. Phyllis Clark, and Mr. Don Hickey to address the final draft of the proposed CIP. With the aid of a PowerPoint presentation, Dr Amrhein guided Members through a detailed executive summary, highlighting the final adjustments and reflecting the collective feedback and suggested changes received through a series of administration and governance consultations. Ms. Clark addressed financial details within the consolidated and operating budgets, and reviewed updates to the Resources Chapter. Mr. Hickey expanded on the Capital budget details n the Resources Chapter.

Mr. Heidecker thanked the CIP team members for their information, and invited questions.

In response to a question, Dr. Amrhein confirmed that the CIP document will be submitted to the Government of Alberta; however, it remains uncertain if it will be required annually. For the future, the document will serve as a solid foundation from which to build. Member, Mr. Craig Turner, expressed concerns regarding the continuation of the Common Student Space, Sustainability and Services (CoSSS) fee, noting that this would result in a decline of accessibility for undergraduate students. He understood that although the University was put in a difficult financial situation by the lack of funding from the government; he felt it necessary to abstain from the vote on the proposal. Member, Mr. Nick Dehod, indicated that he shared similar concerns regarding the CoSSS fee and funding-related issues addressed by Mr. Turner, and, in addition, he expressed concern over the challenge of establishing long-term sustainable funding. He noted that although he would be abstaining from the vote, he was impressed by the undergraduate research

component in the proposal, and was appreciative of the Administration's consultation with the student.

In response to a question received, and to preface a discussion of the University's response to the South Campus Neighborhood Coalition (SCNC), the Board Chair addressed a letter of concern prepared and sent by members of the South Campus Neighborhood Coalition to the President, senior administrators, Board Chair, and several Board members. A copy of the letter was provided to Board Members for reference and information (and is attached to these Minutes as Item 4.1). A formal response by the Board Chair will be composed, and sent to the South Campus Neighborhood Coalition.

The Board Chair noted that Dr. Debra Pozega-Osburn, Vice-President (University Relations) and Mr. Don Hickey will be jointly-addressing the key areas of concern noted in the correspondence, and as identified by the South Campus Neighborhood Coalition. Mr. Hickey was asked to provide further clarity on the South Campus Community Consultation process, including the University's compliance with the 2002 Long Range Development Plan. Mr. Hickey reviewed a comprehensive report that listed a chronological order of the University's ongoing governance and external/internal consultation, and highlighted key areas of focus for short/long capital projects, as approved in Long Range Development plan.

Consensus from Board members, indicated strong support towards the ongoing community consultation plans, and the plans to continue engaging key stakeholder groups, whereby advocating the University's strong commitment to discuss and mitigate community concerns. A second motion proposed by Board members emerged during discussion of agenda item 4.1.

Mr. Hickey thanked the members of the Board for their time and support.

Motion I: Clanachan/Teskey

Subject to Ministerial approval as per the Post-Secondary Learning Act section 78(3) THAT the Board of Governors, on the recommendation of the General Faculties Council Academic Planning Committee, the Board Finance and Property Committee and the Board Learning and Discovery Committee approve the inaugural 2011 University of Alberta's Comprehensive Institutional Plan (CIP), as set forth in Attachment 1.

CARRIED

**Mr. Craig Turner abstained from the Vote
Mr. Nick Dehod abstained from the Vote**

Motion II: Teskey/Clanachan

THAT the Board of Governors affirm that it supports and encourages consultation with the communities surrounding our campuses with respect to campus development, and accepts and affirms the consultation process that has been undertaken by the Administration.

CARRIED

Ms. Tanya Martell abstained from the Vote

5. Report of the Finance and Property Committee

.1. Proposed Mandatory Non-Instructional Fees

Agenda documentation is attached to these Minutes as Item 5.1.

Presenters: Carl Amrhein, Provost and Vice-President (Academic); Gerry Kendal, University Registrar; Robin Cowan, Assistant Dean (Student Services & Community Affairs), Faculty of Arts

Purpose of the Proposal: To establish new Mandatory Student Instructional Support Fees, to change certain existing Mandatory Student Instructional Support fees, and to establish new Non-Instructional Fees.

Discussion:

Committee Chair, Mr. Gordon Clanachan, introduced this item, considered as an annual reporting item, and provided a brief description of the fee types. Mr. Clanachan asked the Provost to open discussion on the proposed changes to the Mandatory Non-Instructional fees. Dr. Amrhein, assisted by Mr. Gerry Kendal, Registrar, and Robin Cowan, Assistant Dean (Student Services & Community Affairs), Faculty of Arts presented an overview of the elective course activities, identifying other components in relation to fees assessment, including the following travel related considerations: service, tangible goods, and risk management.

Students' Union President, Mr. Nick Dehod, expressed appreciation to the Registrar's Office for the collegial and cordial relationship which has been developed with the Students' Union. No questions were raised, and no concerns were identified by the Board.

Motion: Clanachan/Cheung

THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve the proposed changes to existing Mandatory Student Instructional Support Fees (set forth in Attachment 1), new Mandatory Student Instructional Support Fees (set forth in Attachment 2), and the new Non-Instructional Fees (set forth in Attachment 3), to take effect as noted in each respective attachment.

CARRIED

6. Report of the Audit Committee

6.1. Revised 2010-2011 Committee Terms of Reference

Agenda documentation is attached to these Minutes as Item 6.1.

Presenters: Don Matthew, Chair, Board Audit Committee; and Marion Haggarty-France, University Secretary

Purpose of the Proposal:

- To ensure that the revised terms reflect current practices regarding Committee composition and to ensure alignment of the composition with the Post-Secondary Learning Act.
- To reflect new practices regarding the reporting of enterprise-wide risks.
- To make the minor house-keeping editorial changes as indicated.

Discussion:

Committee Chair, Mr. Don Matthew, brought forward the proposed Board Audit Committee Terms of Reference, and explained to Members that the terms had been received and well-vetted at the previous Audit Committee meeting, and invited questions.

No questions were raised by members, and no concerns were identified.

Motion: Matthew/Francescutti

THAT the Board of Governors, on the recommendation of the Board Audit Committee, approve the proposed Terms of Reference for the Board Audit Committee, as set forth in Attachment 1 to the agenda documentation.

CARRIED

7. Report of the Safety, Health and Environment Committee

7.1. 2010 - 2011 Revised Committee Terms of Reference

Agenda documentation is attached to these Minutes as Item 7.1.

Presenters: Sol Rolinger, Chair, Board Safety, Health and Environment Committee; and Marion Haggarty-France, University Secretary

Purpose of the Proposal:

- To ensure that the revised terms reflect current practices regarding Committee composition and to ensure alignment of the composition with the Post-Secondary Learning Act.
- To reflect new practices regarding the reporting of enterprise-wide risks.
- To make the minor house-keeping editorial changes as indicated.

Discussion:

Committee Chair, Mr. Sol Rolinger, introduced the item and reviewed the proposed changes to the Revised Terms of Reference. Board members raised no questions or concerns.

Motion: Rolinger/Naqvi

THAT the Board of Governors, on the recommendation of the Board Safety, Health and Environment Committee, approve the proposed Terms of Reference for the Board Safety, Health and Environment Committee, as set forth in Attachment 1 to the agenda documentation.

CARRIED

8. Report of the Board Chair

8.1. Appointments to Board Committees

Agenda documentation is attached to these Minutes as Item 8.1.

Presenter: Brian Heidecker, Chair, Board of Governors

Purpose of the Proposal: To consider the annual appointment roster to Board Committees.

Discussion:

Board Chair, Mr. Brian Heidecker, reported in detail on his recommended Board appointments, for the consideration and approval by the Board, which included the following:

- A formal appointment of Board Member, Mr. Ove Minsos, to the Committee of Nominators of the Edmonton Community Foundation effective March 18, 2011, for a term to expire December 31, 2013. No questions were raised, and no concerns by the Board, and the recommendation for a three-year term of appointment received full support.
- New External Member, Ms. Dawn Graham, to the Board Audit Committee effective March 18, 2011 for a term to expire June 30, 2013
- New External Member, Mr. Steven Le Poole to the Board Finance and Property Committee effective March 18, 2011 for a term to expire June 30, 2013.

Motion: Francescutti/Matthew

THAT the Board of Governors, on the recommendation of the Board Chair, Mr. Brian Heidecker, approve the appointments to Board and other Committees as set forth in Attachment 1 to the agenda documentation.

CARRIED

8.2. Board Appointment to Vice-President Review Committees

Agenda documentation is attached to these Minutes as Item 8.2.

Presenter: Brian Heidecker, Chair, Board of Governors

Purpose of the Proposal: Consider the appointment of a Board member to the Advisory Review Committee for the Vice-President (Finance and Administration), in accordance with Board-approved University of Alberta Policies and Procedures On-Line (UAPPOL) concerning Search and Review Procedures for Vice-Presidents.

Discussion:

Board Chair, Mr. Brian Heidecker, brought forward his recommendation to appoint Member, Mr. William (Bill) Cheung to the Advisory Review Committee for the Vice-President (Finance and Administration). Mr. Heidecker noted that the current Board of Governors' Representative, Mr. Don Matthew, unfortunately had to step down due to scheduling conflicts, adding that this is the reason for appointing a new member.

Motion: Teskey/Martell

THAT the Board of Governors, on the recommendation of the Board Chair, Mr. Brian Heidecker, and the Chair of the Board Human Resources and Compensation Committee, Mr. Marc de La Bruyère, and in accordance with the University of Alberta Policies and Procedures On-Line concerning Search and Review Committees for Vice-Presidents, recommend that the Board of Governors approve the appointment of Mr. C.H. William Cheung to the Advisory Review Committee for the Vice-President (Finance and Administration), effective immediately.

CARRIED

INFORMATION REPORTS

9. Report of the Audit Committee

Mr. Don Matthew, Chair of the Board Audit Committee, presented the Committee's Report to the Board of Governors, a copy of which is attached to these Minutes as Item 9.

10. Report of the Human Resources and Compensation Committee

Mr. Sol Rolingher, Vice-Chair of the Human Resources and Compensation Committee, presented the Committee's Report to the Board of Governors, a copy of which is attached to these Minutes as Item 10, and noted there were no further updates.

Mr. Rolingher invited Member, Mr. Gordon Clanachan and University Secretary, Ms. Marion Haggarty-France to update on the Board of Governors – Board Evaluation Survey, sent to Board Voting members on Monday, March 14, 2011. Mr. Clanachan reminded members of the confidential nature of this Survey, and as such their names will not be identified, and that all comments will be included within the report –

verbatim. Members have been asked to return the completed survey by March 28, 2011. The Board Chair thanked Mr. Gordon Clanachan and Ms. Marion Haggarty-France for their hard work in developing the Board Evaluation survey.

11. Report of the Finance and Property Committee

Mr. Gordon Clanachan, Chair of the Board Finance and Property Committee, presented the Committee's Report to the Board of Governors, a copy of which is attached to these Minutes as Item 11.

12. Report of the Safety, Health and Environment Committee

Mr. Sol Rolingher, Chair of the Board Safety, Health and Environment Committee, presented the Committee's Report to the Board of Governors, a copy of which is attached to these Minutes as Item 12. Mr. Rolingher made a special mention of the work of Mr. Philip Stack, Associate Vice-President (Risk Management Services) on the President's Safety Message, now publicly available, and posted on the University website.

REGULAR REPORTS

13.1. Report of the Chancellor

Ms. Linda Hughes, Chancellor, presented her report to the Board of Governors. The report is attached to these Minutes as Item 13.1. The Chancellor noted a process has been undertaken to fill five vacancies on the Senate, and forty, high-calibre applications were received. Dr. Debra Pozega-Osburn added that there is an increased desire in the community to be interactive and engage with the University of Alberta.

13.2. Report of the Alumni Association

Mr. C.H. William Cheung and Mr. Jim Hole, Alumni Association Representatives, presented the Alumni Association Report to the Board of Governors. The report is attached to these Minutes as Item 13.2. Mr. Cheung updated members on the upcoming joint session between the Alumni Association and University of Alberta International (UAI) for graduate international students coping with post-graduate careers and futures in Canada; thirty-five students are expected to attend.

A member raised a question regarding the status of planning for the 2013 Centenary celebration of the Faculty of Medicine and Dentistry. In response, Dr. Pozega-Osburn reported that Dean Philip Baker has been in communication with University Relations staff, and planning is underway, ensuring that Faculty goals align with the University's centenary goals. The Faculty of Medicine and Dentistry are driving the planning aspects, with University Relations having a supportive role.

13.3. Report of the Students' Union (SU)

Mr. Nick Dehod, Students' Union President, presented the Students' Union Report to the Board of Governors. The report is attached to these Minutes as Item 13.3. Mr. Dehod welcomed Mr. Rory Tighe. Mr. Dehod also reported the details of the proposed *Fall Reading Week* plebiscite and results. The Students' Union will continue to discuss this initiative with students and administration, and continue to consider options. Mr. Craig Turner welcomed and introduced his successor, Mr. Raphael Lepage Fortin, currently a student at Campus Saint-Jean.

13.4. Report of the Graduate Students' Association (GSA)

Mr. Roy Coulthard, President, Graduate Students' Association, presented the Graduate Students' Union

Report to the Board of Governors. The report is attached to these Minutes as Item 13.4. Mr. Coulthard added thanks to Dr. Dru Marshall for the positive work and involvement throughout the Graduate Students' Association agreement negotiations. Mr. Coulthard thanked Board Members, and Senior Administration who attended the 2011 Graduate Students' Awards on March 10, 2011; the show of support was well-received and appreciated.

13.5. Report of the Association of Academic Staff of the University of Alberta (AASUA)

Dr. Robert Campenot, AASUA Representative, presented the report to the Board of Governors. The Report is attached to these minutes as Item 13.5. Mr. Campenot reiterated that the revised report, as circulated, will serve as the regular report to the Board, and asked members to disregard the earlier report submitted in error.

13.6. Report of Non-Academic Staff Association (NASA)

Ms. Tanya Martelle, NASA Representative, presented the report to the Board of Governors. The Report is attached to these minutes as Item 13.6.

13.7. Report of the General Faculties Council (GFC)

Dr. Louis Francescutti, Representative from the General Faculties Council, presented the report to the Board of Governors. The Report is attached to these minutes as Item 13.7.

14. Report of the Board Chair

14.1 Report of the Board Chair

Mr. Brian Heidecker, Chair of the Board of Governors, presented his report to the Board of Governors. The Report is attached to these minutes as Item 14.1. Mr. Heidecker reminded members that the May 12, 2011 date for the Board Recognition dinner has been changed to Thursday, June 16, 2011. University Governance will be sending out a notice to this effect.

CLOSING SESSION

14. Other Business

The Chair invited Mr. Rory Tighe, to distribute special packages, prepared by Vice-Provost and Dean of Students, Dr. Frank Robinson, for those members who participated in the 2011 World Record-Setting Dodge Ball Game.

15. Conclusion of the Public Session

The Chair concluded the Public Session at 10:20 a.m.