

Board of Governors
Board of Governors Meeting
Open Session Minutes

Friday, December 9, 2011
8:00 a.m. – 12:00 p.m.
3-15 University Hall

ATTENDEES:

Voting Members: Robert Campenot
Gordon Clanachan, Acting Chair
Roy Coulthard
Marc de La Bruyère
Jim Hole
Agnes Hoveland
Linda Hughes, Chancellor
Louis Hugo Francescutti
Shenaz Jeraj
Raphael Lepage Fortin
Tanya Martelle
Don Matthew
Ove Minsos
Jerry Naqvi
Bernd Reuscher
Indira Samarasekera, President
Robert Teskey
Rory Tighe

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

Regrets: Don Fleming
Marcia Lang, Chief of Staff (University Relations)

Guests: Philip Stack, Associate Vice-President (Risk Management Services)
Doug Dawson, Executive Director, Ancillary Services
Geoff Rode, Director of Operations, Ancillary Services
Chris Cheeseman, Vice-Provost and Associate Vice-President (Human Resources)
Colleen Skidmore, Vice-Provost and Associate Vice-President (Academic)

Observers: Ian MacLaren, President (AASUA)
Jeremy Richards, Professor (Earth & Atmospheric Sciences)

Staff: Deborah Holloway, Board Secretary
Lindsey Hornland, Governance Specialist
Juli Zinken, Assistant Board Secretary

Chair: Gordon Clanachan
Scribe: Lindsey Hornland

OPENING SESSION

1. Chair's Session

1.1 Call to Order and Confirmation of Quorum

Ms Holloway confirmed that the attendance constituted quorum. The Board Chair called the meeting to order at 8:00 a.m.

1.2 Approval of Public Session Agenda

Motion: Teskey/ Lepage Fortin

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

The Board Chair welcomed Board Members, guests and members of public to the Board meeting.

The Board Chair then addressed the following items:

- The Board will have an additional meeting in June to facilitate the approval of the Financial Statements.
- He thanked the President for the Board Dinner and Celebration honouring former Chair of the Board of Governors, Brian Heidecker, held the previous evening and thanked everyone for attending.
- He congratulated the President who is the recipient of the Council for the Advancement and Support of Education (CASE) District VIII Leadership Award.
- The Engineering Students Society (ESS) Head Shave was a large success. He thanked Dr Amrhein, Mr Coulthard, and Mr Tighe for their participation, as well as the Members for their support.
- Board Member Bob Campenot will be taking a sabbatical from teaching this spring to write a book on the nervous system.

2. Report of the President

Agenda documentation is attached to the Official Minutes as **Item 2**.

In addition to her written report to the Board, President Samarasekera included verbal updates on the following items:

- She thanked the Board for attending the Board Dinner and Celebration for Brian Heidecker the previous evening.
- The President noted the success of the Fall Convocation, and acknowledged the 3 honorary degree recipients (the Honorable Michael Kirby, Mr Rick Hanson, and Dr Larry Wong).
- With last month's announcement of an unprecedented six new positions, the U of A now leads the country in NSERC industrial research chairs with 16 chairs. She acknowledged the partners involved in the projects.
- The Government of Canada announced a new competition for the launch of an additional ten Canada Excellence Research Chairs. In 2010, the U of A was awarded four CERC chairs; more than any other university.
- During her trip to India she signed new MOUs with IIT-Delhi and IIT-Roorkee, which will focus on the exchange of graduate students. The Government of Canada has expressed a strong commitment to India, and has created the Canada-India Research Centre for Excellence (CIRCE). The President has been working with UBC and U of T on a CIRCE bid package. She provided some statistics regarding India and noted that this is a very good time to build strong relationships with institutions in India- as the human resource challenges in India and Canada are complimentary. The Faculty of Agriculture leads in building these relationships in India. The School of Business hosts oil executives from India each year and Engineering has many connections through the IITs.
- She congratulated the Provost, Mr Coulthard and Mr Tighe on their newly shaved heads from the ESS Fundraiser.
- She noted the success of the Holiday Open House, organized by the Office of Advancement and held in the Centennial Centre for Interdisciplinary Sciences (CCIS), noting that the Premier and the Lieutenant Governor were in attendance.
- The President met with our new Premier and is working to foster their relationship.
- Dentistry has secured accreditation for the next 7 years.

The President responded to questions and comments raised by Board members.

3. Approval of the Public Session Minutes of October 21, 2011

Motion: Hole/Naqvi

THAT the Board of Governors adopt the Open Session Minutes of its meeting on October 21, 2011.
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CARRIED

ACTION ITEMS

4. **Report of the Finance and Property Committee**

4.1 University of Alberta 2012 - 2013 Tuition Fee Proposal

Agenda documentation is attached to the Official Minutes as **Item 4.1**.

Presenters: Carl Amrhein, Provost & Vice-President (Academic); Phyllis Clark, Vice-President (Finance and Administration); Philip Stack, Associate Vice-President (Risk Management Services); Roy Coulthard, President, Graduate Students' Association; and Rory Tighe, President, Students' Union

Purpose of the Proposal: To set tuition fees for the 2012-13 academic year.

Discussion:

The Chair introduced the item, and commented on the order of proceedings.

Dr Amrhein and Ms Clark reviewed the Administration's proposal, using a PowerPoint presentation (attached to the Official Minutes). Ms Clark provided an in-depth presentation of the University's current budget situation, and the role that it plays when determining tuition for the coming year.

Dr Amrhein reviewed the budget process and provided the Committee with comparisons of the G13 Domestic Tuitions for 2011-12 for undergraduate and graduate students. He also provided the Board with statistics on Provincial Funding over the years. Dr Amrhein asked that the Board contemplate the following considerations: the value students obtain by completing their degree; the range of financial aid offered to students; the costs associated with maintaining, as well as improving, the quality of education provided at the University; and the costs associated with delivering education.

Mr Coulthard provided verbal remarks on behalf of the Graduate Students' Association (GSA). He advised that he would not be voting in favour of the proposal, not because the CPI proposal is unreasonable, but because the current base cost of education is. He noted that the concern of the GSA was the impact of the financial burden of student loans after graduation and how it affects graduates' ability to contribute positively to the economy. Understanding that revenue must be generated for the University, he asked that the Board impress upon the Province the need for greater funding and support. He encouraged Members to 'tell the University story' and continue to be advocates of Post-Secondary Education (PSE) among their peers and within their communities.

Mr Tighe made his presentation to the Board with the aid of a PowerPoint (attached to the Official Minutes). Mr Tighe informed the Board that he would not be voting in favour of the proposal. He spoke to participation rates in the Province, the inaccessibility of student loans, high student/teacher ratios, the lower probability of Alberta graduates buying a home and starting their savings, and that student wellness is directly correlated to the financial burden they carry. Mr Tighe addressed additional student fees, as they relate to the overall cost of education. He also spoke to the Mandatory Non-Instructional Fee (MNIFs). The Chair reminded the Board that the tuition proposal being discussed does not include MNIFs, and that those fees would be brought forward in February by the Administration. In closing Mr Tighe asked the Board to consider how each approved fee increases the financial burden for students.

Dr Amrhein, Ms Clark, Mr Coulthard and Mr Tighe then responded to questions from the Board regarding: the rising cost of living for students and the need for continued government-lobbying; how the Provincial budget is currently divided; positive feedback to the students on their presentations; the costs associated with a decrease in tuition; efficiencies the University has introduced in order to use resources more effectively; and other funding options for PSE.

Motion: Teskey/ Matthew

THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve a proposal from the University Administration for a general tuition fee increase of 1.45% effective September 1, 2012 as illustrated in the table below.

Undergraduate^{a, b, c} (Arts and Science)	2011-12	2012-13	Change	
			(\$)	(%)
Domestic	\$5,194.80	\$5,269.20	\$74.40	1.43%
International, Base	\$5,194.80	\$5,269.20	\$74.40	
International, Differential	<u>\$12,862.80</u>	<u>\$13,048.80</u>	<u>\$186.00</u>	
Total, International	\$18,057.60	\$18,318.00	\$260.40	1.44%
Business Administration Diploma^{a, b}	2011-12	2012-13	Change	
			(\$)	(%)
Domestic	\$2,760.00	\$2,799.60	\$39.60	1.43%
International, Base	\$2,760.00	\$2,799.60	\$39.60	
International, Differential	<u>\$6,844.80</u>	<u>\$6,943.20</u>	<u>\$98.40</u>	
Total, International	\$9,604.80	\$9,742.80	\$138.00	1.44%
Graduate Course Based^{a, b}	2011-12	2012-13	Change	
			(\$)	(%)
Domestic	\$3,655.44	\$3,708.00	\$52.56	1.44%
International, Base Tuition	\$3,655.44	\$3,708.00	\$52.56	
International, Differential	<u>\$3,655.44</u>	<u>\$3,708.00</u>	<u>\$52.56</u>	
Total International	\$7,310.88	\$7,416.00	\$105.12	1.44%
Graduate Thesis 919^{a, b, d} (admitted prior to September 2011)	2011-12	2012-13	Change	
			(\$)	(%)
Domestic	\$2,279.76	\$2,312.80	\$33.04	1.45%
International, Base	\$2,279.76	\$2,312.80	\$33.04	
International, Differential	<u>\$2,279.76</u>	<u>\$2,312.80</u>	<u>\$33.04</u>	
Total, International	\$4,559.52	\$4,625.60	\$66.08	1.45%
Graduate Thesis Based^{a, b, c, d, e} (admitted September 2011 or after)	2011-12	2012-13	Change	
			(\$)	(%)
Domestic, Thesis Based	\$2,738.40	\$2,778.00	\$39.60	1.45%
International, Base Tuition	\$2,738.40	\$2,778.00	\$39.60	
International, Differential	<u>\$2,730.00</u>	<u>\$2,769.48</u>	<u>\$39.48</u>	
Total International	\$5,468.40	\$5,547.48	\$79.08	1.45%

Notes:

- (a) Values are based on a full-time per term and full-time per year
- (b) Figures may be rounded downwards at fee index level for administrative purposes, thus lowering the effective year over year percentage increase below 1.45 percent.
- (c) Excludes applicable market modifier and/or program differentials.
- (d) Tuition applies to thesis students who were admitted to the program of study prior to September 2011 and are assessed the reduced thesis rate.
- (e) Tuition applies to thesis students who were admitted to the program of study beginning in September 2011 or later; this is based on an annual fee assessment (including spring/summer).

CARRIED

Mr Coulthard Abstained
Mr Tighe and Mr Lepage Fortin Opposed

4.2. University of Alberta 2012 - 2013 Program/Course Differential Fee and Market Modifier Fee Proposal

Agenda documentation is attached to the Official Minutes as **Item 4.2.**

Presenters: Carl Amrhein, Provost & Vice-President (Academic) and Phyllis Clark, Vice-President (Finance and Administration)

Purpose of the Proposal: To set differential/market modifier fees for the 2012-13 academic year.

Discussion:

Item 5 was included in the discussion of Item 4 (University of Alberta 2012 - 2013 Tuition Fee Proposal) as the proposals are directly related.

Motion: Teskey/ Matthew

THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve a proposal from the University Administration for an increase to program and course differential fees of 1.45%, effective September 1, 2012 for:

- a) Faculty of Law, Juris Doctor (JD) program;
- b) Faculty of Business, Master of Business Administration (MBA) program;
- c) Faculty of Medicine & Dentistry, Doctor of Medicine (MD) program;
- d) Faculty of Business, Undergraduate Business courses;
- e) Faculty of Engineering, Undergraduate Engineering courses;
- f) Faculty of Pharmaceutical Sciences, Pharmacy program; and,
- g) Graduate Studies, Thesis Based.

as set out in the table below.

Program & Course Differential Fee Proposal ^{a, b}	2011-12	2012-13	Change	
			(\$)	(%)
Juris Doctor (JD) Program	\$4,436.28	\$4,500.60	\$64.32	1.45%
Master of Business Administration (MBA) Program	\$583.56 per course	\$591.96 per course	\$8.40 Per course	1.44%
Doctor of Medicine (MD) Program	\$4,436.28	\$4,500.60	\$64.32	1.45%
Market Modifier Fee Proposal ^{a, b, c}	2011-12	2012-13	Change	
			(\$)	(\$)
Business	\$204.76 per course	\$207.72 per course	\$2.96 per course	1.45%
Engineering	\$173.16 per course	\$175.64 per course	\$2.48 per course	1.43%
Pharmacy	\$3,386.80	\$3,435.88	\$49.08	1.45%
Graduate, Thesis Based ^d (admitted September 2011 or after)	\$836.22	\$848.28	\$12.06	1.44%

Notes:

- (a) Values are based on a full-time per term and full-time per year, unless they are stated to be 'per course'.
- (b) Figures may be rounded downwards at fee index level for administrative purposes, thus lowering the effective year over year percentage increase below 1.45 percent.
- (c) A grand-parenting structure applies in each case to allow for the exemption of these fees, under specific conditions, for students registered prior to September 2011.
- (d) Graduate Market Modifier applies only to thesis students beginning their program of study in Fall 2011 or later and is based on an annual fee assessment (including spring/summer).

CARRIED

Mr Coulthard Abstained
Mr Tighe and Mr Lepage Fortin Opposed

4.3. 2012 – 2013 Residence Rate Proposal

Agenda documentation is attached to the Official Minutes as **Item 4.3.**

Presenters: Don Hickey, Vice-President (Facilities and Operations); Doug Dawson, Executive Director, Ancillary Services; and Geoff Rode, Director of Operations, Ancillary Services

Purpose of the Proposal: To present the proposal for the 2012-2013 residence rate increases. An increase of 1.66% is proposed for residences on the Edmonton and Augustana campuses.

Discussion:

Mr Hickey introduced the proposal, noting that the recommendation includes the creation of two reserves, for utilities and operations. The operations reserve is precautionary and is meant to set aside funds for issues that may arise within residences, and could be used to fund temporary housing, if required. The second fund for utilities will be held for deferred maintenance. Mr Hickey noted an external consultant has been hired to assess some of the University's older residences.

Mr Hickey informed the Board that the Residence Budget Advisory Committee (RBAC) had been consulted, and their preference was to implement an "across the board" percentage increase, as opposed to introducing differentials. Mr Tighe, as a member of RBAC, thanked Mr Hickey for the consultation process, but noted that he will be voting against the proposal.

Mr Hickey then responded to questions and comments from the Board regarding: positive reactions from the Board for the creation of RBAC; the increased cost of living in residence ads opposed to renting close to the University; comparisons to other universities across Canada; and the vacancy rate of Campus residences.

Motion: Teskey/ de La Bruyère

THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve the 2012-2013 Residence Rate Proposal, as set forth in Attachment 1 to the agenda documentation, effective May 1, 2012.

CARRIED

Mr Coulthard and Mr. Lepage Fortin Abstained
Mr Tighe Opposed

4.4. Parking Fees

Agenda documentation is attached to the Official Minutes as **Item 4.4.**

Presenters: Don Hickey, Vice-President (Facilities and Operations); Doug Dawson, Executive Director, Ancillary Services; and Geoff Rode, Director of Operations, Ancillary Services

Purpose of the Proposal: The purpose of the proposal is to provide Parking Services with the flexibility required to manage rate increases appropriate to operational circumstances. University parking pricing is influenced by local market rates, parking demand, costs, levels of funding required for upgrading and renewal, and sustainability (Travel Demand Management) initiatives.

- The wording of the Board of Governors 2004 decision that guides Parking Services with regards to cost of living rate increases is, unintentionally, too restrictive.
- This issue came to light last year, when 2011-2012 parking rate proposals advanced at the December 1, 2010 BFPC meeting included a recommendation to maintain visitor rates at then current levels.
- The recommendation to maintain rates at current levels was not, by the letter, aligned with the 2004 motion.
- At the December 2010 meeting, the Board Chair provided background information on the history of the motion and the intent of the Board of Governors at the time, and noted the intention to clarify the wording of this motion at a future meeting (BFPC meeting of December 1, 2010, Minute 13 A).
- The proposed 2012-2013 parking rates are attached for information.

Discussion:

Mr Hickey reviewed the proposal with the Committee, explaining the request to rescind the previously approved motion. If the second motion is approved then anything below or at CPI (Alberta Consumer Price Index) will only be brought to the Board for information in the future.

He noted that permit sales at the University have decreased, and that that the UPass and the OnePass (for staff) contribute greatly to this trend. As construction decreases on campus it also signals a decrease in future parking purchased by external workers.

In response to a question from a Board Member, Mr Hickey confirmed that the University is moving toward automated ticket dispensers for some campus parking lots. He did note, however, that parking tellers will remain in certain lots.

Motion I: Teskey/ Jeraj

THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, rescind the motion of the Board of Governors of March 19, 2004, recorded in minute 12(c), which states that effective September 1, 2004.

Parking fees will be subject to annual adjustments based on cost of living increase.

CARRIED

Motion II: Teskey/ Jeraj

THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve that parking fees up to and including cost of living increase are received by the Board Finance and Property Committee and the Board of Governors on an annual basis for information.

CARRIED

4.5. Capitalization of Unrestricted Funds to Permanent Restricted Endowments Net Assets

Agenda documentation is attached to the Official Minutes as **Item 4.5.**

Presenter: Phyllis Clark, Vice-President (Finance and Administration)

Purpose of the Proposal: The Vice President (Finance and Administration) has requested capitalization as follows:

Source of funds: Discretionary funds (WCB special dividend)

Purpose: To enhance programs associated with the health and safety of University of Alberta employees

Discussion:

Ms Clark introduced the proposal explaining that the funds are from a special dividend received from the Workers Compensation Board for better than expected performance. She then gave examples of one-time uses of the endowment fund, explaining that the money in this fund is used to support health and safety throughout the institution.

Motion: Francescutti/ Campenot

THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve the transfer of \$463,138.48 of unrestricted net assets to permanent restricted endowment net assets.

CARRIED

5. Report of the Human Resource and Compensation Committee

5.1 Postdoctoral Fellows Policy

Agenda documentation is attached to the Official Minutes as **Item 5.1.**

Presenter: Lorne A Babiuk, Vice-President (Research)

Purpose of the Proposal: To revise the Postdoctoral Fellows Policy to reflect the recent change in the administrative reporting of the Postdoctoral Fellows Office (PDFO) from the Faculty of Graduate Studies and Research to the Office of the Vice-President (Research). This revision also reflects the change in delegated authority to the Vice-President (Research) from the Vice-Provost and Dean, Faculty of Graduate Studies and Research.

Discussion:

Dr Babiuk introduced the proposal to the Board, noting that the change to the Policy was minor.

Motion: de La Bruyère/ Hole

THAT the Board of Governors, on the recommendation of the Board Human Resources and Compensation Committee, approve an editorial revision in the Postdoctoral Fellows Policy to reflect the recent change in the administrative reporting of the Postdoctoral Fellows Office.

CARRIED

5.2 Negotiated Changes to the Administrative and Professional Officer (APO) Agreement – Article 12 (Probation and Continuing Appointment)

Agenda documentation is attached to the Official Minutes as **Item 5.2.**

Presenters: Carl Amrhein, Provost and Vice-President (Academic) and Chris Cheeseman, Vice Provost and Associate Vice-President (Human Resources)

Purpose of the Proposal: The Association of Academic Staff – University of Alberta (AASUA) and the University Administration reached agreement on amendments to Article 12 (Probation and Continuing Appointment) of the APO Agreement during 2010-2011 compensation negotiations. The amendments were ratified by AASUA in August, 2011. The amendments are presented in the attached side-by-side format and require ratification by the Board of Governors.

Discussion:

Dr Amrhein introduced Dr Cheeseman to speak on behalf of the proposal. Dr Cheeseman noted that the motion set forth is part of the APO agreement ratified by AASUA in August 2011.

Motion: de La Bruyère / Reuscher

THAT the Board of Governors, on the recommendation of the Board Human Resources and Compensation Committee, approve the negotiated changes to the Administrative and Professional Officer (APO) Agreement – Article 12 (Probation and Continuing Appointment), as submitted by Faculty Relations (Office of the Provost and Vice-President (Academic)) and as set forth in Attachment 1, to take effect retroactively to August 8, 2011.

CARRIED

6. Report of the Learning and Discovery Committee

6.1 Proposed Revisions to the UAPPOL Centres and Institutes Policy and Associated Procedures

Agenda documentation is attached to the Official Minutes as **Item 6.1**.

Presenter: Colleen Skidmore, Vice-Provost and Associate Vice-President (Academic)

Purpose of the Proposal: To approve changes to the UAPPOL Centres and Institutes Policy and its associated Procedures. Many of the changes are editorial. Some of the more substantial changes include revisions related to regular review, renewal, and review associated with perceived risk.

Discussion:

Mr Minsos introduced Dr Skidmore, who then outlined the extensive consultation process that had taken place, acknowledging the risk institutions pose to the University. She informed the Board that Dr Murray Gray (incoming Vice-Provost (Academic)) had reviewed the policy and offered feedback.

Motion: Minsos/ Reuscher

THAT the Board of Governors, on the recommendation of the Board Learning and Discovery Committee, approve the proposed changes to the UAPPOL Centres and Institutes Policy, as submitted by the Office of the Provost and Vice-President (Academic) as set forth in Attachment 1.

CARRIED

INFORMATION REPORTS

7. Report of the Audit Committee

Mr Don Matthew, Chair of the Audit Committee, presented the Committee's Report to the Board of Governors, a copy of which is attached to the Official Minutes as **Item 7**.

8. Report of the Finance and Property Committee

Mr Gordon Clanachan, Chair of the Finance and Property Committee presented the Committee's Report to the Board of Governors, a copy of which is attached to the Official Minutes as **Item 8**.

9. Report of the Human Resources and Compensation Committee

No items reported.

10. Report of the Learning and Discovery Committee

Mr Ove Minsos, Chair of the Learning and Discovery Committee presented the Committee's Report to the Board of Governors, a copy of which is attached to the Official Minutes as **Item 10**.

11. Report of the Safety, Health and Environment Committee

Mr Jim Hole, Chair of the Safety, Health and Environment Committee presented the Committee's Report to the Board of Governors, a copy of which is attached to the Official Minutes as **Item 11**.

12. Report of the University Relations Committee

Ms Agnes Hoveland, Chair of the University Relations Committee presented the Committee's Report to the Board of Governors, a copy of which is attached to the Official Minutes as **Item 12**.

13. 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 the Official Minutes as **Item 13.1**.

13.2 Report of the Alumni Association

Mr Jim Hole, Alumni Association Representative presented the Alumni Association Report to the Board of Governors. The report is attached to the Official Minutes as **Item 13.2**.

13.3 Report of the Students' Union (SU)

Mr Rory Tighe, Students' Union President, presented the Students' Union Report to the Board of Governors. The report is attached to the Official Minutes as **Item 13.3**.

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 the Official Minutes as **Item 13.4**.

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

Dr Bob Campenot, AASUA Representative, presented the report to the Board of Governors. The Report is attached to the Official Minutes as **Item 13.5**.

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 the Official Minutes as **Item 13.6**.

13.7 Report of the General Faculties Council (GFC)

No report was distributed.

14. Report of the Board Chair

The Board Chair's written report appears as **Item 14** to the Official Minutes.

15. Other Business

There was no other business.

16. Conclusion of the Public Session

The Chair concluded the Public Session at 10:15 a.m.