



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

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### Board of Governors Open Session Minutes

Friday, March 16, 2012  
Council Chamber, 2-1 University Hall  
8:00 a.m. – 12:00 p.m.

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#### **ATTENDEES:**

##### Voting Members:

|                       |   |
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| Robert Campenot       | Board Member (Academic Staff)                 |
| Gordon Clanachan      | Vice-Chair (Public Member)                    |
| Roy Coulthard         | Board Member (Graduate Students' Association) |
| Don Fleming           | Board Member (Alumni Association)             |
| Douglas Goss          | Chair, Board of Governor's                    |
| Jim Hole              | Board Member (Alumni Association)             |
| Agnes Hoveland        | Board Member (Public Member)                  |
| Linda Hughes          | Chancellor                                    |
| Shenaz Jeraj          | Board Member (Public Member)                  |
| Marc de La Bruyère    | Board Member (Public Member)                  |
| Raphael Lepage Fortin | Board Member (Students' Union Nominee)        |
| Don Matthew           | Board Member (Public Member)                  |
| Ove Minsos            | Board Member (Public Member)                  |
| Indira Samarasekera   | President                                     |
| Robert Teskey         | Board Member (General Public)                 |
| Rory Tighe            | Board Member (Students' Union)                |
| Richard Wilson        | Board Member (Public Member)                  |

##### Non-Voting Officials Approved by the President:

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|------------------------|--|
| 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 Counsel                                   |
| Don Hickey             | Vice-President (Facilities and Operations)           |
| Marcia Lang            | Chief of Staff and University Relations              |
| O'Neil Outar           | Chief Advancement Officer                            |
| Debra Pozega Osburn    | Vice-President (University Relations)                |
| Colleen Skidmore       | Vice-Provost and Associate Vice-President (Academic) |

##### Regrets:

|                         |   |
|-------------------------|---|
| Louis Hugo Francescutti | Board Member (General Faculties Council)      |
| Tanya Martelle          | Board Member (Non-Academic Staff Association) |
| Jerry Naqvi             | Board Member (Public Member)                  |
| Bernd Reuscher          | Board Member (Senate)                         |

##### Presenter:

|             |  |
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| Ada Schmude | Associate Registrar and Director of Records, Office of the Registrar |
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##### Staff:

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| Deborah Holloway | Board Secretary and Manager of Board Services |
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## **OPENING SESSION**

### 1. Chair's Session

#### 1.1 Call to Order and Confirmation of Quorum

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

#### 1.2 Approval of Open Session Agenda

Motion: de La Bruyère/Teskey

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

**CARRIED**

#### 1.3 Conflict of Interest – Opportunity for Declaration related to Agenda

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

#### 1.4 Chair's Remarks

- The Chair provided a number of comments of interest to members including:
- He expressed appreciation to the members of the Board who attended the Board of Governors dinner the previous evening and thanked all members for their commitment.
- The Chair acknowledged and thanked Vice-Chair Mr Clanachan for his excellence service as Acting Chair.
- He welcomed members of a delegation from the University Management Program (China Group) who are attending the University for eleven weeks to complete the University Management Program.
- The Chair noted that Mr Colten Yamagishi, incoming President of the Students' Union and Mr Brent Kelly, incoming Board of Governors Representative were present at the meeting. He also noted that Ms Ashlyn Bernier, incoming President of the Graduate Students' Association, was unable to attend. The Chair thanked Mr Coulthard, Mr Rory Tighe, and Mr Lepage Fortin for their commitment and engagement during their terms.
- The Chair also welcomed Mr Dick Wilson back to the Board of Governors.
- He reminded Board Members of the deadline for completing the Board Evaluation.
- The Chair drew member's attention to a copy of a letter from the Minister of Advanced Education and Technology regarding Non-Instructional Fees.

## 2. Report of the President

Materials before members are contained in the official meeting file.

In addition to her written report, the President provided comments on the following matters:

- The President welcomed Mr Goss to his first meeting of the Board of Governors as Board Chair. She extended her thanks to Mr Clanachan for serving as Acting Chair.
- She reported that the agreements for the Physical Activity and Wellness (PAW) Centre are in place and acknowledged the significant effort of many parties to make this project a reality.
- The President reported that on March 1, 2012 the University officially launched its Water Initiative with an Honorary Degree conferral ceremony, followed by a panel discussion moderated by the CBC's Diana Swain with the three Honorary Degree recipients, Peter Brabeck Letmathe, Sunita Narain and Steve Hruddy. The first Water Initiative External Advisory Board meeting was held the following day. The Board is made up of a diverse group of international leaders in academics, industry, government and philanthropy.
- Earlier in the month, the President and the Presidents of the other U-15 universities, attended a meeting with the leaders of Germany's top universities and research institutes to discuss opportunities for collaboration.
- While in Europe, the President also attended a special alumni event in London which featured Dr. Rob Burrell, one of the University's top researchers in nanotechnology, as the guest speaker. The President also met with Gordon Campbell, the Canadian High Commissioner to the United Kingdom.
- The President extended her congratulations to three researchers from the Department of Chemistry, David Bundle, Todd Lowary and John Classen, who were part of a five-person team that won the prestigious Brockhouse Canada prize for Interdisciplinary Research in Science and Engineering. They were recognized for their efforts to develop vaccines for infectious diseases such as E. coli and tuberculosis.
- One of seven 2012 Killam Research Fellowships was awarded to University of Alberta mathematical biologist, Mark Lewis, for his groundbreaking work to develop mathematical models to predict animal movement and the spread of invasive species. The prestigious Killam fellowship comes with a prize of \$70,000 per year over two years, which will release Lewis from his teaching and administrative duties and allow him to focus on his research.
- The President reported that the University has been named one of Canada's Greenest Employers.
- The University's website was named the Best Education Site in Canada by Sitecore.
- The annual Festival of Teaching concluded earlier in the week. The President highlighted some of its key events.
- The President extended congratulations to Golden Bears and Pandas athletes for the following achievements:
  - The Canadian junior team curling team, all University of Alberta students who are also members of the Golden Bears curling squad, captured gold at the world junior men's curling championship in Sweden.
  - The Golden Bears basketball team captured silver in the gold medal final of the 50<sup>th</sup> CIS men's basketball championship.
  - The Pandas also earned silver at the women's CIS volleyball tournament.
  - At the 2012 CIS track and field championships:
    - Stephen McPhee won gold in the men's long jump;
    - Kathryn McCaffrey captured silver in the women's 60 metre hurdles;
    - Lindsey Bergevin collected the bronze in the women's pole vault.

The President responded to questions from members regarding the Water Initiative.

3. Approval of the Open Session Minutes of February 10, 2012

Motion: Lepage Fortin/Matthew

THAT the Board of Governors adopt the Open Session Minutes of its meeting on February 10, 2012.

**CARRIED**

**ACTION ITEMS**

4. Joint Report of the Finance and Property Committee and Learning and Discovery Committee

4.1 Comprehensive Institutional Plan (CIP)

Materials before members are contained in the official meeting file.

*Presenters:* 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); and Debra Pozega Osburn, Vice President (University Relations)

*Purpose of the Proposal:* Under guidelines from Advanced Education and Technology (AET), the University of Alberta has prepared the Comprehensive Institutional Plan (CIP) that incorporates the University's access plan, research plan, capital plan, and budgets into one comprehensive document. 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 the Academic Chapter, which in turn drives the University's capital and resource allocation priorities.

*Discussion:*

Dr Pozega Osburn introduced the item noting the document is required by the Government of Alberta. She described how it links the University's priorities to those of the Provincial Government.

Ms Clark outlined the consultation and governance. She also described the changes to changes to the CIP that resulted from the provincial budget announcement on February 9, 2012. She reviewed the proposed consolidated and operating budgets and indicated that the University would work toward eliminating the consolidated deficit for future years. She also reported that Ministerial approval for the consolidated deficit had been sought, noting that an answer has not been received.

Dr Amrhein drew member's attention to the vignettes appearing throughout the document, noting that they would serve multiple purposes beyond the CIP.

Mr Clanachan reminded members that both the Board Learning and Discovery (BLDC) and the Board Finance and Property Committee (BFPC) had recommended that the Board approve the CIP. He extended thanks to all involved in its development. Mr Minsos added that the document is considered best-in-class and that BLDC members enthusiastically supported it.

The presenters responded to questions and comments from members regarding: how the Government uses the document; whether the Board of Governors would receive updates on progress toward meeting goals; why water research was not included in the priorities; whether funding for resource requests not included in the budget would be sought; and how the document can assist the Board of Governors in articulating to the Provincial Government how the University can help with meeting their priorities.

Administration responded to concerns expressed by Mr Tighe regarding the continuation of the Common Student Space, Sustainability and Services (CoSSS) fee which he believes circumvents the Tuition Fees Regulation. He noted that he had requested a breakdown of expenditures associated with the CoSSS fee in order to determine whether any of that revenue is being directed to services that have an existing dedicated fee, whether the funds were, in fact, directed to common student space, sustainability and services; and whether or not there is a surplus of revenue generated by the fee, adding the reporting he received from Administration had been insufficient. Administration also responded to questions from members regarding whether or not revenue generated from the collection of the fee was being directed to general revenues, and whether the revenues are being applied as intended and in good faith.

Motion: Clanachan/Mingos

Subject to Ministerial approval as per the Post-Secondary Learning Act, Section 78(3), THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, the Board Learning and Discovery Committee, and the General Faculties Council Academic Planning Committee, approve the University of Alberta's 2012 Comprehensive Institutional Plan (CIP), as set forth in Attachment 1 to the agenda documentation.

**CARRIED**

Mr Tighe opposed; Mr Coulthard and Mr Lepage Fortin abstained

#### 5. Report of the Finance and Property Committee

##### 5.1 Proposed Changes to Existing Mandatory Student Instructional Support Fees, Proposed New Mandatory Student Instructional Support Fees, and Proposed New Non-Instructional Fees

Materials before members are contained in the official meeting file.

*Presenters:* Carl Amrhein, Provost and Vice-President (Academic); Ada Schmude, Associate Registrar & Director of Records, Registrar's Office

*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:*

Mr Clanachan presented the proposal.

The presenters responded to questions from members regarding why fees for consumables are only charged in some Faculties, and the timing of fee collection.

Motion: Clanachan/Hole

THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee and GFC Academic Planning 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), as submitted on behalf of the relevant Faculties/Departments by the Registrar's Advisory Committee on Fees (RACF), to take effect as noted in each respective attachment.

**CARRIED**

## 5.2 Elimination of Fees for Deferred Examinations

Materials before members are contained in the official meeting file.

*Presenters:* Carl Amrhein, Provost and Vice-President (Academic); Ada Schmude, Associate Registrar & Director of Records, Registrar's Office

*Purpose of the Proposal:* To eliminate fees charged to students writing deferred examinations. The Office of the Registrar proposes the elimination of fees for examination deferrals in recognition of Section 44.8 of the GFC Policy Manual – University of Alberta Reasonable Accommodation Policy and, in addition, the need to maintain fairness to and consistency for all University of Alberta students granted deferred exams.

*Discussion:*

Dr Amrhein noted the widespread support for the elimination of this fee.

Mr Tighe and Mr Coulthard expressed their support for the proposal.

Motion: Tighe/Coulthard

THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee and GFC Academic Planning Committee, approve a proposal submitted by the Office of the Registrar for the elimination of fees for deferred examinations, as set forth in Attachment 3, to take effect upon final approval and for publication in the 2013-2014 University Calendar.

**CARRIED**

## 5.3 Balmoral – Supplemental Capitalization Expenditure Authorization Request

Materials before members are contained in the official meeting file.

*Presenter:* Don Hickey, Vice-President, Facilities and Operations

*Purpose of the Proposal:* Amend the current CEAR for the Balmoral project to align with: revised budgets, additional funding sources, and reduction in Institutional commitments.

*Discussion:*

Mr Hickey introduced the item and reminded members that in June 2011 the Board approved an expenditure of twenty-one million dollars toward this project. He reported that the original budget posed substantial program and architectural challenges and that this additional funding would allow the project to proceed with the original program, meet architectural guidelines for South Campus, and provide for future fit out space. The proposed total funding would include a two-million dollar internal contingency fund.

Mr Hickey responded to questions from members regarding the process surrounding the request to the Government of Alberta to transfer funds from one project to another, and whether the University would incur any costs related to Alberta Health Services equipment.

Motion: Clanachan/Hole

THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve an additional supplemental expenditure of eight million dollars (\$8,000,000) in Canadian funds for a total revised project cost of twenty-nine million dollars (\$29,000,000) for the Balmoral Facility.

**CARRIED**

## 6. Report of the Board Chair

### 6.1 Board Committee Appointments

Materials before members are contained in the official meeting file.

*Presenter(s):* Douglas Goss, Chair, Board of Governors; Marion Haggarty-France, University Secretary

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

*Discussion:*

The Chair noted that the revisions were to appoint Mr Wilson to the Board Audit Committee and the Board Human Resources and Compensation Committee, and to provide the Chair ex-officio status on all Board Standing Committees.

Motion: de La Bruyère/Hole

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

**CARRIED**

## **INFORMATION REPORTS**

### 7 Report of the Audit Committee

Materials before members are contained in the official meeting file.

Mr Don Matthew, Chair of the Audit Committee, presented the Committee's Report to the Board of Governors.

### 8 Report of the Finance and Property Committee

Materials before members are contained in the official meeting file.

Mr Gordon Clanachan, Chair of the Finance and Property Committee, presented the Committee's Report to the Board of Governors.

### 9 Report of the Human Resources and Compensation Committee

Materials before members are contained in the official meeting file.

Mr Marc de La Bruyère, Chair of the Human Resources and Compensation Committee, presented the Committee's Report to the Board of Governors.

### 10 Report of the Investment Committee

Materials before members are contained in the official meeting file.

Mr Gordon Clanachan, acting on behalf of Mr Bob Kamp, Chair of the Investment Committee, presented the Committee's Report to the Board of Governors.

11 Report of the Learning and Discovery Committee

Materials before members are contained in the official meeting file.

Mr Ove Minsos, Chair of the Learning and Discovery Committee, presented the Committee's Report to the Board of Governors.

12 Report of the Safety, Health and Environment Committee

Materials before members are contained in the official meeting file.

Mr Jim Hole, Chair of the Safety, Health and Environment Committee, presented the Committee's Report to the Board of Governors.

13 Report of the University Relations Committee

Materials before members are contained in the official meeting file.

Ms Agnes Hoveland, Chair of the University Relations Committee, presented the Committee's Report to the Board of Governors.

**REGULAR REPORTS**

14.1 Report of the Chancellor

Materials before members are contained in the official meeting file.

Ms Linda Hughes, Chancellor, presented her report to the Board of Governors.

14.2 Report of the Alumni Association

Materials before members are contained in the official meeting file.

Mr Don Fleming and Mr Jim Hole, Alumni Representatives, presented the Alumni Association Report to the Board of Governors.

14.3 Report of the Students' Union

Materials before members are contained in the official meeting file.

Mr Rory Tighe, Students' Union President, presented the Students' Union Report to the Board of Governors.

14.4 Report of the Graduate Students' Association

Materials before members are contained in the official meeting file.

Mr Roy Coulthard, President, Graduate Students' Association, presented the Graduate Students' Association Report to the Board of Governors.



#### 14.5 Report of the Association of Academic Staff of the University of Alberta (AASUA)

Materials before members are contained in the official meeting file.

Dr Robert Campenot, AASUA Representative, presented the AASUA Report to the Board of Governors.

#### 14.6 Report of Non-Academic Staff Association (NASA)

Materials before members are contained in the official meeting file.

The Chair, on behalf of Ms Tanya Martelle, NASA Representative, presented the NASA Report to the Board of Governors.

#### 14.7 Report of the General Faculties Council (GFC)

Materials before members are contained in the official meeting file.

The Chair, on behalf of Dr Louis Hugo Francescutti, GFC Representative, presented the GFC Reports to the Board of Governors for October 31, 2011, November 28, 2011, and January 30, 2012.

#### 15 Report of the Board Chair

Materials before members are contained in the official meeting file.

The Chair noted that during the Board Dinner the previous evening he had commented that the University aspires to inspire—that is our noble quest. He asked that members of the Board of Governors keep in mind the idea that we aspire to be the best, and that we wish to attract and retain those who inspire us to be the best.

#### 16 Other Business

There was no other business.

#### 17 Reminder of Board Events

Board of Governors Recognition Dinner: Thursday, May 10, 2012

Next meeting date: Friday, May 11, 2012

#### 18 Conclusion of the Open Session

The Chair concluded the Open Session at 10:00 am.