

December 17, 2015
Open Session

PRESENT:	J. Day, Chair D. Atkinson, President E. Barichello, Vice Chair S. Digweed, Faculty Association Member M. Fyfe, Public Board Member J. Gillespie, Public Board Member C. Graham, Public Board Member W. Grieve, Public Board Member D. Halliwell, Public Board Member S. Hamilton, Public Board Member R. Harris, Public Board Member E. Hurley, Vice Chair B. Pitruniak, Students' Association Member A. Rhoads, MacEwan Staff Association Member
Vice Presidents:	J. Corlett, Provost and Vice President Academic J. McGrath, Vice President Integrated Information and Communication Services and Chief Information Officer M. Plouffe, Vice President, General Counsel
Board Office:	M. Baptista, University Secretary G. Jones, Governance Assistant (Recording secretary)
Absent, with regrets: Guest(s):	B. Quinton, Vice President, Finance and Administration A. Canto Ellis, Executive Director, Alumni and Development M. Chisholm, Associate Vice President, Human Resources R. Coulombe, Ron Coulombe and Associates R. Ellis, Associate Vice President, Finance and Chief Investment Officer J. French, Executive Director, Faculty Association A. Gilliland, Department Chair of Music, Faculty of Fine Arts and Communication B. Horan, Internal Auditor M. Leathem, Chief of Staff D. McLaughlin, Executive Director, Institutional Analysis and Planning D. Roy, Dean, Faculty of Fine Arts and Communication M. Sekulic, University Registrar K. Warkentine, Secretary, Academic Governance K. Yan, Manager, Finance and Administration, Alumni and Development

MINUTES: OPEN SESSION

1.0 Call to Order and Introduction of Guest(s)

Day called the meeting to order at 4:18 p.m.

1.1 Declaration of Conflicts of Interest and Commitment (Real, Potential or Perceived)

Gillespie noted that he has a potential conflict regarding the Audited Financial Statements for the Students' Association of MacEwan University as his firm, MNP LLP served as the independent auditor. As the Board received these as information and no questions were asked, no further action was required with respect to the potential conflict.

1.2 Approval of Agenda/Consent Agenda

01-12-17-2015/16 Moved and seconded to approve the agenda and items on the consent agenda. Carried.

- 1.2.1 Previous Minutes: October 22, 2015 and November 12, 2015
- 1.2.2 Correspondence
- 1.2.3 President's Newsletter: November 2015
- 1.2.4 Students' Association of MacEwan University
 - 1.2.4.1 2014-15 Students' Association Audited Financial Statements – *for information*
- 1.2.5 MacEwan Staff Association
- 1.2.6 Faculty Association
- 1.2.7 Academic Governance Council (AGC)
 - 1.2.7.1 AGC Report
 - 1.2.7.2 Proposed Program Termination – *for approval*
 - Holistic Health Practitioner Diploma Program
- 1.2.8 Campus Planning Committee Report
 - Terms of Reference – *for reaffirmation*
- 1.2.9 Finance Committee Report
- 1.2.10 Foundation Board of Directors Report
- 1.2.11 Governance and Human Resources Committee Report
 - Terms of Reference – *Revised for approval*
- 1.2.12 Investment Committee Report
 - Terms of Reference – *for reaffirmation*
- 1.2.13 Policy Approvals
 - 1.2.13.1 D1000 Employee and Labour Relations (RESCIND)
 - 1.2.13.2 D1080 Employment for Section and Program Chairs (RESCIND)
 - 1.2.13.3 B2310 President Search and Selection, Review and Compensation (REVISE)
 - 1.2.13.4 D1025 Senior Administration Appointments(NEW)

2.0 Business Arising From Previous Meeting(s)

No Matters were brought forward for discussion from previous meetings.

3.0 New Business

3.1 University Seal

Corlett advised that the University Seal is primarily used by the Office of the University Registrar when certifying official documents for students such as parchments and transcripts. It can also be used as the seal on agreements and contracts. The current seal displays the words "corporate seal". The new design as illustrated in the agenda materials incorporates the University's Coat of Arms. If approved by the Board to be effective June 1,

2016, the new seal will be used for the parchments distributed during spring 2016 convocation. Corlett also noted that most universities include the institution's Coat of Arms on their seals.

Responding to a question regarding the use of "Grant MacEwan University" on the seal, the Board was advised that this is still the official name of the University. "MacEwan University" is used for branding purposes only. Corlett commented that if the Board decided to formally change the institution's name to MacEwan University, the cost to revise the seal at that time will be minimal.

02-12-17-2015/16 Moved and seconded to approve the adoption of a new corporate seal for Grant MacEwan University, effective June 1, 2016 as depicted in Attachment #1, which features the University coat of arms. Carried.

3.2 Letter of Intent

3.2.1 Bachelor of Music – Recording and Production Major

Corlett presented the proposal to add a Recording and Production Major for the Bachelor of Music. He indicated this proposal fits with the Integrated Strategic Plan in terms of developing new, innovative academic programs. Unlike other proposals that have come forward, this major does not represent laddering of a current diploma into a degree. With the introduction of the new CFAC building in Fall 2017, better facilities will be available to students to fulfill the requirements of this major. Students in this major will be required to audition and take music classes unlike a number of the 1-year certificate programs offered elsewhere in this field in Canada. The major will also link to the recording and production program at McGill University. Responding to a question about the University's ability to ensure the equipment remains current, Roy advised all equipment will be considered capital assets replaceable as part of ARC (asset replacement coordination) funding.

03-12-17-2015/16 Moved and seconded to approve the Letter of Intent (LOI) for the Bachelor of Music in Jazz and Contemporary Popular Music (BMus): New major in Recording and Production. Carried.

3.2.2 Bachelor of Early Childhood Education

Corlett advised that this Letter of Intent is similar to others presented to the Board in the past in that the University currently offers a diploma program and this proposal is to expand the program to also offer an undergraduate degree. Students graduating with this degree will have a clear sense of and skills related to early learning policy and will be able to assist in the development of sustainable education systems. He noted there is demand for these skills and knowledge as governments strive to meet society's demands for early learning programs. Responding to a question about the differentiation between this degree and a Bachelor of Education degree, Corlett explained graduates of this program would not be certified as teachers. He noted that in researching this degree, it was found that there is need to educate students to be ready for supervisory and advisory positions within the government which require grounding in policy issues and policy development. He added that students who complete the diploma program generally find employment working directly with children. However, around the world, governments are increasingly looking at programs for the development and education of children between 0 and 5 years of

age. Governments need expertise in this area to develop and implement appropriate programs that will focus on the whole child, including physical and psychological developmental needs. Corlett suggested as well that graduates of the program will also be able to move into graduate studies offered at other universities. The program is expected to have a strong theoretical approach to address a number of areas not contained in a Bachelor of Education program. Responding to a question as to how students will learn about public administration if their intention is to become employed as policy advisors in the public sector, Corlett indicated the program include both a practitioner component as well as assessing and crafting public policy. The Board inquired about the demand for the program and whether or not it was sufficient. Corlett indicated that in addition to surveying current students, discussions have taken place with other institutions that are interested in having their programs lead to MacEwan's; he advised that he believes interest in the program will grow every year.

04-12-17-2015/16 Moved and seconded to approve the Letter of Intent (LOI) for the Bachelor of Early Childhood Education and authorizing the Faculty of Health and Community Studies to develop a full Part A proposal for Ministry consideration. Carried.

3.3 Final Department Names

- Faculty of Fine Arts and Communication
- School of Business

Corlett presented the recommendation regarding the department names as agreed to by the faculties and school councils in the Faculty of Fine Arts and Communication as well as in the School of Business. McGrath added that these names are not used for marketing purposes; they are an administrative construct within the University.

05-12-17-2015/16 Moved and seconded to approve the final department names as follows:
Within the Faculty of Fine Arts and Communication:

- Arts and Cultural Management
- Communication
- Art and Design
- Music
- Theatre

Within the School of Business:

- Accounting and Finance
- Decision Sciences
- International Business, Marketing, Strategy and Law
- Organizational Behaviour, Human Resources Management and Management

Carried.

3.4 2016-17 Tuition and Service Fees

Atkinson referred the Board to the information provided in the agenda package regarding tuition and service fees. At the present time, the provincial government has frozen domestic tuition fees for 2015/16 and 2016/17. Regarding the proposed tuition for the Bachelor of Social Work, he noted that this is a new program for the University and as such, the institution has the opportunity to set the initial rate. The recommendation is to establish tuition for this program at the same level as the Bachelor of Social Work program at the University of Calgary.

Corlett observed that the recommendation to align tuition for the degree and the diploma in music at table #3 may or may not be approved by the Minister's office. However, it has been proposed to create equity within the program given that students in the diploma and degree programs take the same courses for the first two years, but at the present time, degree program students pay significantly more than the diploma students who can transition to the degree program after two years. To alleviate the financial pressures on students currently enrolled in the diploma program, their tuition rate will be grandparented at the current rates. By harmonizing the tuition fees for diploma and degree students, Roy suggested the University's ability to negotiate transfer of credits to other programs should be enhanced.

Atkinson explained the increase to international tuition was set at 2.4% to mirror cost of living increases. Administration is reviewing the possibility of increasing international tuition by more than 2.4% and using a portion of the increase to provide financial aid to international students. However, administration is not in a position to bring forward that recommendation at this time. The Board discussed a number of items related to international fees including the level of fees charged at other institutions within Alberta and the costs to educate and provide services for international students. Following the discussion, the Board asked administration to bring forward a recommendation in this regard that is comparable to tuition charged at other institutions.

06-12-17-2015/16 Moved and seconded that the motion regarding tuition and service fees be amended such that the increase to international tuition of 2.4% be referred back to administration. Carried. (Pitruniak opposed)

07-12-17-2015/16 Moved and seconded that the Board of Governors approve the following for the academic year 2016/2017:

1. No increase in the tuition tables
2. The introduction of the Bachelor of Social Work at tuition table #3
3. The alignment of the tuition for the degree and the diploma in Music at table #3
4. A renaming of the Program Deposit Fee to the Admission Confirmation Fee and increasing the fee to \$400

Carried.

ACTION: Administration will bring forward a proposal regarding an increase to international student fees for the February Board meeting.

3.5 2014-2015 Annual Report

Atkinson advised that the annual report is submitted to the ministry each year to provide the Minister with information on how well the University met the plans in the approved Comprehensive Institutional Plan. As such, the report refers to activities undertaken between July 1 and June 30 of the previous year, 2014/15. The report as shared with the Board has been reviewed by a number of people across the institution. Ellis added that the Auditor General has also reviewed the annual report and is prepared to provide approval to include his signature on the Independent Auditor's Report when the annual report is approved by the Board. The Board asked about the use of the phrase which indicates the South Campus facility has been sold and suggested it be reworded to indicate there is an agreement to sell the facility.

ACTION: The annual report will be revised to indicate that there is an agreement in place to sell the South Campus facility.

08-12-17-2015/16 Moved and seconded to approve the Annual Report 2014/15 as amended for submission to the Minister of Advanced Education in accordance with the legislative requirement set out in the Post-secondary Learning Act. Carried.

4.0 Reports

4.1 External Relations Committee Report

Grieve highlighted some of the items from the Marketing and Communications report which was submitted to the External Relations Committee at its December 10 meeting. The report highlighted the marketing approach taken regarding the MacEwan LRT Station opening, the success of the recent Open House event and the external coverage received for the Sexual Violence Program.

4.1 Board Chair's Report

Chair Day provided the following update regarding events which have taken place since the October Board meeting:

- October 28 to November 7 was the MacEwan Theatre Production of "Nice Work if You Can Get It". The next production called "Curtains" will run February 3 to 13, 2016.
- On October 30, the Board and Academic Governance Council held a joint workshop on the topic of Governance in a Time of Transition and Change.
- November 7, annual open house attended by approximately 9000 people.
- November 16, installation of Dr. David Turpin, University of Alberta President.
- November 17, Fall Convocation, with thanks to the Board members who were able to attend.
- November 19, Recognition event and naming of the Rupertsland Reading Room.
- December 4, Employee Holiday Party

Christmas break at the University is from December 24 to January 1.

Day also spoke about the incoming Allard Chair in Business, Nicole Bourque-Bouchier who is the CEO and Co-Owner of The Bouchier Group in Fort MacMurray. The Allard Chair in Business Luncheon will take place on March 9, 2016 at the Westin.

Information regarding Baptista's involvement in establishing the Alberta Post-secondary Institute Governance Network was provided by Day. As part of this team of colleagues, Baptista met with her counterparts from the University of Alberta, Red Deer College and ministry staff to discuss development of this network to promote collective understanding, alignment and implementation of good board governance practices across the post-secondary system. The first meeting with individuals who have responsibility for operationalizing the governance processes at Alberta's universities, colleges and technical institutes took place on November 9 at MacEwan University.

5.0 Adjournment of Open Session

The open session of the Board of Governors' meeting adjourned at 5:34 p.m.

Gail Jones
Governance Assistant