

February 26, 2015  
Meeting # 02-26-2014/15 Open

FILE 1030-02

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PRESENT:	J. Day, Chair D. Atkinson, President E. Barichello, Vice Chair S. Digweed, Faculty Association Member C. Graham, Public Board Member W. Grieve, Public Board Member R. Harris, Public Board Member E. Hurley, Vice Chair R. Khan, Students' Association Member A. Rhoads, MacEwan Staff Association Member  J. Corlett, Provost and Vice President Academic C. Heslep, Vice President, Student Services J. McGrath, Vice President Integrated Information and Communication Services and Chief Information Officer M. Plouffe, Vice President, General Counsel B. Quinton, Vice President, Finance and Administration  M. Baptista, University Secretary G. Jones, Executive Assistant (Recording Secretary) J. Leong, Executive Assistant
Guest(s)	A. Canto Ellis, Executive Director, Alumni and Development R. Ellis, Associate Vice President, Finance and Chief Investment Officer M. Hildebrand, RMRF LLP B. Horan, Director, Internal Audit E. Mao, President, Chinese Student and Scholar Association I. Ohioze, Information Management and Privacy Coordinator T. Pon, RMRF LLP J. Ross, Director, Risk and Assurance Services K. Shufflebotham, Director, Office of the President K. Warkentine, Secretary, AGC M. Woodley, RMRF LLP J. Wu, University Advisor, School of Business
Absent, with regrets	J. Gillespie, Public Board Member M. Fyfe, Public Board Member D. Halliwell, Public Board Member S. Hamilton, Public Board Member

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**MINUTES: OPEN SESSION**

**1.0 Call to Order and Introduction of Guest(s)**

Day called the meeting to order at 5:26 p.m. He called upon Atkinson to introduce Matthew Woodley, Tanya Pon and Mark Hildebrand from Reynolds, Mirth, Richards Farmer (RMRF) LLP who were in attendance to present a piece of artwork by local artist Andrea Levicki to the University.

Heslep was asked to introduce Jimmy Wu, University Advisor with the School of Business and

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Eric Mao, President of the Chinese Student and Scholar Association. Both men were instrumental in assisting Heslep and the families of two students who recently passed away under tragic circumstances. The Board held a moment of silence in remembrance of the students.

Wu and Mao were excused from the remainder of the meeting.

Day thanked Heslep for her compassion and assistance to the families.

A letter of appreciation will be sent on behalf of the Board to Wu and Mao as well as to the families of the students.

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

No conflicts were declared.

### 1.2 Approval of Agenda/Consent Agenda

**02-02-26-2014/15** Moved and seconded to approve the agenda and consent agenda, subject to a correction to page 3 of the minutes from December 18, 2014 regarding the name for Institutional Analysis and Planning. Carried.

- 1.2.1 Previous Meeting Minutes: December 18, 2014 as amended
- 1.2.2 President's Newsletter: January 2015
- 1.2.3 Correspondence
- 1.2.4 Students' Association of MacEwan University
- 1.2.5 MacEwan Staff Association
- 1.2.6 Faculty Association
- 1.2.7 Academic Governance Council (AGC)
  - AGC Report
  - AGC Board Appointee
  - Design Foundation Certificate Program Termination
  - Design Studies: Exhibit Presentation and Motion Image Diploma Program Termination
  - Professional Writing Diploma Program Termination
- 1.2.8 Audit Committee Report
- 1.2.9 Campus Planning Committee Report
- 1.2.10 Finance Committee Report
- 1.2.11 Foundation Board of Directors Report
- 1.2.12 Governance and Human Resources Committee Report
  - Terms of Reference
- 1.2.13 Investment Committee Report
- 1.2.14 Items Approved, July 1, 2014 to December 31, 2014
- 1.2.15 Policy Approvals
  - 1.2.15.1 D8000 ITM Governance and Management (NEW)
  - 1.2.15.2 D7500 Privacy (NEW)
  - 1.2.15.3 D7510 Records Management (REVISE)
  - 1.2.15.4 D1190 Access to Information in Employee Personnel Files: Disclosure of Information (RETIRE)
  - 1.2.15.5 D3011 Investment (REVISE)

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### 2.0 Business Arising From Previous Meeting(s)

No items were brought forward from previous meetings.

### 3.0 New Business

#### 3.1 Policy Framework

Plouffe explained the Policy Framework as shared recently with the Audit and Governance and Human Resources Committees was developed and refined over the past 18 months and involved a number of consultation sessions. She noted the Framework has been reviewed by administration and approved by AGC. The Policy Framework provides a standardized and centralized process for the development and review of policies. As part of the Framework, a Policy Advisory Group will be created to ensure processes are followed including a consistent and efficient consultation and review process for all policies. Once implemented, there are some policies for which responsibility will transfer from the Board to AGC. The Board will be apprised of the implementation and transition process at a later date and asked to approve the transfer of responsibility. For this reason, she highlighted the importance of the Board's understanding of the policy categories as identified in the Policy Framework Executive Summary.

**03-02-26-2014/15** Moved and seconded that the Board of Governors approve the new Policy Document Framework. Carried.

### 4.0 Reports

#### 4.1 Board Chair's Report

Day highlighted the following events that have taken place since the last Board Meeting:

- January 13 – Edmonton Economic Impact Luncheon attended by Hurley.
- January 14 – Bill Comrie Naming Event. Day noted this was an excellent opportunity to profile the University as a number of Comrie's friends and family were in attendance as well as media.
- January 15 – Day was interviewed regarding Gino Ferri as recipient of the Claude Alston Award for outstanding contribution to the construction industry. The award was presented to Ferri on February 6.
- January 30 – Edmonton Chamber of Commerce Ball; Day thanked all those who attended the event.
- February 5 – MacEwan Medal of Excellence Selection Committee met. Hurley and Fyfe are the Board representatives to this Committee.
- February 10 – Campaign Launch Dinner. Day thanked those Board members who were able to attend. He noted the Cabinet is still in need of additional members and asked Board members to submit the names of anyone they feel would be willing and able to serve on the Campaign Cabinet.
- February 25 – Day attended the APEGA Luncheon.

Upcoming events:

- February 27, 28 and, if necessary March 1 – MacEwan University Women's Basketball team takes on the University of Alberta Women's Basketball team in the quarter finals of the Canada West Basketball Playoffs
- March 6 – Day and Atkinson will attend the Campus Alberta Strategic Directions Committee Meeting with the Minister of Innovation and Advanced Education in Calgary.
- March 23 – Day will be making a presentation about the University at the

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Downtown Rotary Club. He acknowledged the work done by Baptista in preparing the presentation for this event.

- March 25 – Day and other Board members will be attending the Allard Chair in Business Luncheon honouring Simon O’Byrne, Vice President of Urban Planning at Stantec.
- April 23 – Board Meeting.
- April 25 – Mad Hatter’s Gala. Atkinson provided members with background regarding ticket sales to date and asked for assistance in selling individual tickets as well as tables.
- May 11 – President’s Reception. The theme for this year’s event is Community Engaged Scholarship. Board Members are asked to make suggestions of names of those who should be invited.

### **5.0 Adjournment of Open Session**

The Board of Governor’s Meeting – Open Session adjourned at 5:50 p.m.

Gail Jones  
Executive Assistant  
Board of Governors’ Office