MINUTES: OPEN SESSION

1.0 Call to Order and Introduction of Guest(s)

Day called the meeting to order at 4:03 p.m. He welcomed Danika McConnell, the recently-elected Students' Association President and student Board member to her first official Board meeting.

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

No conflicts were declared.

1.2 Approval of Agenda/Consent Agenda

01-05-26-2015/16 Moved and seconded to approve the agenda and consent agenda, subject to:

1. a reordering of agenda items such that item 3.1 CIP Approval will be discussed upon arrival of President Atkinson

2. a revision to item 1.2.12 Standing Committee Membership to include the Campaign Strategic Group with Myrna Fyfe as the Board's representative and noting Darrell Halliwell attends SAMU Building Joint Steering Committee meetings on behalf of the Board.

Carried
2.0 Business Arising From Previous Meeting(s)

No items from previous meetings were brought forward for discussion.

3.0 New Business

3.1 CIP Approval

Atkinson indicated the Comprehensive Institutional Plan (CIP) is approved annually by the Board for submission to the Minister. Quinton reported on the challenges encountered while developing the financial plan for the CIP, including the need to reallocate funds internally for the development and implementation of new programs and degrees based on the approved letters of intent. While additional funding has been announced for infrastructure and maintenance within the post-secondary sector, Quinton indicated the funding has not yet been restored to previous levels. Additionally, it is unknown when the additional infrastructure and maintenance funding will be received. Regarding expenses for the coming years, the financial plan in the CIP was developed with no increases in spending except for negotiated salary and benefit increases. The proposed Students’ Association building is included in the CIP and will have minimal impact on the University’s finances as the Students’ Association will be responsible for all costs related to construction and maintenance.

Responding to a question about the recent submission to the Strategic Infrastructure Grant of the Federal Government, Quinton indicated the University has not received any feedback as yet from either the provincial or federal Governments. The submissions will be screened by officials at the federal level, not the provincial level as previously thought. Quinton reported he recently learned that the funding is to support research and sustainable initiatives. Plouffe mentioned
that the Deputy Minister advised a recent meeting of post-secondary presidents that the province has $50 million in funding available to match the federal grant.

Day noted the approval of the CIP is contingent upon approval by the Board to reallocate $20 million from the accumulated surplus from operations toward the Centre for Arts and Culture project. Discussion of that matter (item 3.1 CFAC Funding on the closed agenda) was moved to the open session.

Day requested clarification regarding the use of the surplus funds to take pressure off the University’s capital campaign. Atkinson responded that the campaign target will not be adjusted. It was noted that the unanticipated surplus resulted from additional, unplanned provincial grant funding as well as higher than expected international enrolments. At the end of the year, the University will be reporting a surplus, which, needs to be designated. Allocating the money to the Centre for Arts and Culture does not limit the use of the funds for other purposes if the capital campaign is successful in securing donations for the project.

Quinton noted the proposal is brought forward at this time as the projected financial situation for the near term appears to be stable. In particular, the provincial budget is known and resources available to the University are not expected to be cut in the coming years. Based on recommended accounting standards and government directives, it is likely the University will continue to calculate surpluses for the foreseeable future.

Graham as Chair of the Finance Committee was asked to comment on the allocation of the accumulated surplus. Graham indicated the Finance Committee reviewed the proposal and strongly supports this option. The Centre for Arts and Culture is the University’s number one priority and if the fundraising goal is met, the funds can be used for other priorities. She posited the Auditor General would likely support this move as it mitigates a number of risks for the University. It was noted that the accumulated surplus is projected to be approximately $27 million; Quinton indicated that decisions regarding the spending of additional surplus funds can be made in the future. Regarding the use of the surplus to fund any shortfalls in the capital campaign, Graham reminded the Board that the CFAC project has always shown $8 million dollars in costs that were unfunded. Atkinson further indicated the surplus could go toward completion of the fifth floor or other areas of need and observed that the resolution does not make specific recommendations regarding how the funds will be used.

Given that the CIP includes the allocation of $20 million from accumulated surplus from operations to the Centre for Arts and Culture Project, a separate motion approving the allocation was not required. Approval for the reallocation is contained within the approval of the CIP.

08-05-26-2015/16 Moved and seconded that the Board of Governors approve the 2016/17 to 2018/19 Comprehensive Institutional Plan (CIP), including the 2016/17 operating and capital budget. Carried.
3.2 Letters of Intent

3.2.1 School of Business - Graduate Certificate in Public Relations

Dean Elford indicated that the University currently offers a diploma in Public Relations which will be restructured to offer a graduate certificate in Public Relations. The program will be open to many different baccalaureate programs and will allow for direct entry into a position in the field of public relations. The program will be developed to align with the competencies required for accreditation by a number of external agencies.

02-05-26-2015/16 Moved and seconded that the Board of Governors approve the Letter of Intent to develop the Graduate Certificate in Public Relations. Carried.

3.2.2 Faculty of Arts and Science – Chemistry Major

Dean Monk spoke to the proposals for both the Chemistry major and the Environmental Geoscience major (Item 3.2.3). He indicated that following a comprehensive review of the current structure for the Bachelor of Science Program, it was recommended that these majors be offered. No additional resources will be required to implement the new majors; they reflect the expertise at the University while filling a perceived gap in the sector. It was also noted that these majors will map to a career path in the physical sciences.

03-05-26-2015/16 Moved and seconded that the Board of Governors approve the Letter of Intent (LOI) to allow the Faculty of Arts and Science to develop a full Part A proposal for Ministry consideration of a new major in Chemistry. Carried.

3.2.3 Faculty of Arts and Science – Environmental Geoscience Major

See discussion above.

04-05-26-2015/16 Moved and seconded that the Board of Governors approve the Letter of Intent (LOI) to allow the Faculty of Arts and Science to develop a full Part A proposal for Ministry consideration of a new major in Environmental Geoscience. Carried.

3.3 Gender Identity and Expression and Protection of Minors on Campus

Plouffe indicated that the University is in the process of developing two programs: one on Gender Identity and Expression and another on the Protection of Minors on Campus. The Students’ Association has already done considerable work in the area of gender identity and expression, which will be integrated into the University’s program. As an initial step, senior managers in the University attended a panel discussion on the topic. Speakers at the session were: Matt Woodley, from Reynolds Mirth Richards & Farmer who spoke on the legal significance of gender identity and expression; Dr. Kris Wells from the University of Alberta who provided context and information regarding the steps taken by the University of Alberta regarding gender identity and expression; Marni Panas, a senior advisor on employee relations with Alberta Health Services who spoke on the issue of gender identity and expression from a personal perspective as a transgendered woman, and Kyle Ferrel, a MacEwan student and advocate for creating safe communities for all students on campus. A working group is reviewing current practices to determine how best to create an environment that is safe and welcoming and which values all students, faculty and staff regardless of gender or gender identity. Among other aspects, the process will involve an analysis of forms used by the University and whether or not information such as sex needs to be collected. The group will examine recruitment strategies and processes to ensure any gender bias is removed. Plouffe observed there is some risk involved with current practice which is being managed, however the goal is to improve practices overall.
The development of a Protection of Minors program has been underway for about three years. The program will include policies, procedures and guidelines on staff and faculty responsibilities relative to the presence of children on campus. This item is presented as information only at this time. Once the policy is fully developed, it will be brought to the Board for approval.

Responding to a concern expressed that this may encroach upon parental responsibilities, Plouffe indicated the goal of the program will be to ensure parents and teachers who bring their children/students on campus are aware of the University’s responsibilities relative to the child and the supervising adults’ responsibility to the child. As an example, she advised that parents will often drop their children off at the doors at Alberta College Campus for a lesson in the conservatory. The children then travel through an empty building, unsupervised to get to their classroom. To manage this situation, the University may need to consider increased security or communicate the risks to parents and request they sign a waiver to acknowledge their acceptance of these risks. She concluded by noting there are many questions to consider, few answers at this time and the solutions will require an investment of resources.

3.4 Policy Document Classification, Oversight and Delegation

Plouffe reminded the Board that the Policy Framework was approved last year to revise and formalize the governance structure for policy development. The next step in the process involved a review of policy areas and categories from which a recommendation was developed for policy document classification, oversight and delegation. As part of the review, the authority given to Academic Governance Council through a ministerial letter was scrutinized. The Post-secondary Learning Act permits the Board to delegate its authority to another governing body. In recommending the changes regarding policy oversight, the goal was to provide AGC with powers and authorities similar to those of a general faculties council as outlined in Part 1 of the Act. Considerable consultation has been done throughout the University in general and in particular with Margo Baptista, University Secretary and Kim Warkentine, Secretary to AGC.

Responding to a question about the most significant powers which will be given to AGC as a result of this decision, Plouffe advised that policy-making regarding student academic conduct is a significant area of authority that is not currently part of AGC. Most of the policies which will have a change of oversight are in the student areas and this is in keeping with Part 1 of the Act as well as practices at other post-secondary institutions. There are a number of areas which have dual authority for the Board and AGC including students with disabilities and medals of excellence. A concern was raised regarding the communication of AGC-draft and approved policies, particularly those that could impact the University’s reputation. As part of the review, any policy identified as having a potential impact on the University’s reputation will be a Board-approved policy. If, during policy development or review, an AGC policy is deemed to pose a threat to the University’s reputation, Plouffe, Baptista and Warkentine will ensure the Board receives appropriate notification and consultation. Plouffe also committed to providing the Board with a summary report on policy development that has occurred in the last six months.

**ACTION:** Plouffe will prepare a report on policy development over the last six months.

**ACTION:** Plouffe will work with Baptista and Warkentine to develop a communication plan regarding policy development and approval.

**05-05-26-2015/16** Moved and seconded that the Board of Governors approve the new policy classification system, policy oversight changes, and policy authority delegations from the Board of Governors to Academic Governance Council (“AGC”) in accordance with the Resolution of the Board of Governors re: Powers of the Alternative Academic Council effective July 1, 2016. Carried.
3.5 Indigenous Initiatives at MacEwan University

Atkinson introduced the document, noting it was shared previously with AGC and ratified unanimously. It is brought to the Board to ensure both governing bodies have opportunities to discuss the initiatives. He asked Amber Dion and Judy Iseke to comment on the development of the Indigenous Initiatives at MacEwan University.

Iseke noted that the findings of the Truth and Reconciliation Commission (2015) have created a call to action particularly for educational institutions. The recommendation before the Board draws upon the work of others in the area of indigenous education. Dion added that a spiritual commitment to the process was made during a pipe ceremony attended by Atkinson, Corlett and others. The University’s response will be a continuation of the journey started by the Canadian government when if fully endorsed the United Nations Rights of Indigenous People (2007).

**06-05-26-2015/16** Moved and seconded that the Board of Governors endorse the Indigenous Initiatives Principles as presented. Carried.

**07-05-26-2015/16** Moved and seconded that the Board of Governors support the creation of an Indigenous Advisory Council as presented. Carried.

### 4.0 Reports

#### 4.1 Board Chair’s Report

Chair Day provided a summary of events that have taken place since the April meeting:

- April 23 – Mad Hatter’s Gala was held on campus in the Robbins Health Learning Centre
- April 29 to 30 – Chair Day, Vice Chair Elizabeth Hurley and Margo Baptista attended the annual Canadian University Boards Association (CUBA) conference in Halifax. Day noted it was a great conference which he found very rewarding and topical.
- May 4 – the University recognized staff and faculty for their long service to the institution at the Career Milestones event. The event also recognizes retirements.
- May 13 – Chair Day, Margo Baptista Danika McConnell and Amy Beard (SAMU VP, Operations and Finance) met with MLA David Shepherd to discuss the Post-secondary Learning Act (PSLA) and the Students’ Association Building. Following the meeting, MLA Shepherd toured the new CFAC building with Dean Denise Roy.
- May 17 – Chair Day met with Minister Schmidt to discuss the PSLA as well as board succession planning. As part of the discussion on the PSLA, Day advised the minister that the University’s designation in Part 2 of the Act creates difficulties for students as they apply for graduate studies. The minister requested specific examples be provided to his office for follow up. McConnell will follow up and provide a written report citing those examples. Day also talked to the minister about the Students’ Association building and suggested the ministry view the proposal as severable from the University’s finances as the business model is self-funding and the risk to the provincial government is minimal. Day was advised that the board appointments will be going to cabinet on July 7, 2016.
- May 24 – Chair Day participated in interviews of five candidates interested in the in the three public board positions. The interview panel included Emily-Anne Paul (Chief of Staff) and John Hoben (Ministerial Assistant).

Upcoming events to note include:

- June 21 to 23 Annual Spring Convocation ceremonies at the Winspear Centre.
- June 22 – Convocation dinner in the Heart of the Robbins Health Learning Centre
Other Points of Interest:

- Willie Grieve – this is the last regularly scheduled Board meeting that Grieve will attend. As he was unable to attend in person, additional recognition of Willie’s service to the Board will be made at a later date.
- Shannon Digweed – Day thanked Digweed for her service to the Board during her term as the Faculty member on the Board. She was presented with a token of appreciation and will be recognized further at an event celebrating all recently retired Board members.
- Chelsea McNaughton has been hired as the new Governance Assistant for the Board office. Her first day is June 13. She is a graduate of the University and is currently pursuing an MBA in Public Policy and Management at the University of Alberta.

5.0 Adjournment of Open Session

The open session adjourned at 5:17 p.m.

Gail Jones
Governance Assistant