

BOARD OF GOVERNORS

October 22, 2015
Open Session

PRESENT:	J. Day, Chair D. Atkinson, President S. Digweed, Faculty Association Member (arrived at 5:00 p.m. due to a previous commitment) M. Fyfe, Public Board Member J. Gillespie, Public Board Member C. Graham, Public Board Member W. Grieve, Public Board Member, via conference call R. Harris, Public Board Member E. Hurley, Vice Chair (excused at 4:39 p.m. to attend to another matter) A. Rhoads, MacEwan Staff Association Member B. Pitruniak, Students' Association Member
Vice Presidents:	J. Corlett, Provost and Vice President Academic J. McGrath, Vice President Integrated Information and Communication Services and Chief Information Officer B. Quinton, Vice President, Finance and Administration
Board Office:	M. Baptista, University Secretary G. Jones, Executive Assistant (Recording secretary)
Guest(s):	K. Boros, Director, Human Resources Services A. Canto Ellis, Executive Director, Alumni and Development M. Chisholm, Associate Vice President, Human Resources R. Ellis, Associate Vice President, Finance and Chief Investment Officer B. Horan, Internal Auditor M. Leathem, Chief of Staff S. MacLean, Associate Vice President, Facilities K. Warkentine, Secretary, Academic Governance D. Mae Winquist, President MacEwan Staff Association
Absent, with regrets:	E. Barichello, Vice Chair (pending reappointment) D. Halliwell, Public Board Member S. Hamilton, Public Board Member

MINUTES: OPEN SESSION

1.0 Call to Order and Introduction of Guest(s)

Day called the meeting to order at 4:06 p.m. and asked the guests in attendance to introduce themselves to the Board.

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

No conflicts were declared.

1.2 Approval of Agenda/Consent Agenda

01-10-22-2015/16 Moved and seconded to approve the agenda and items on the consent agenda with the exception of items 1.2.6 and 1.2.11. Carried.

It was noted that under item 1.2.6 Academic Governance Council (AGC), a report on the Academic Schedule Recommendations and Principles was included in the package. The Board inquired about the use of the word “principles” for items that might be more correctly to be considered rules. Atkinson provided further background on the matter, noting the term was one decided upon by the Academic Schedule Task Force and as the Board has delegated responsibility for the Academic Schedule to AGC, it is up to AGC to interpret the use of the word “principles”. It was agreed that AGC will be advised of the Board’s comment related to this item.

A question was raised regarding the exemptions that are provided for in Policy D4010 and whether or not the Board was in conflict by approving a policy in which it is afforded such exemptions. In response, it was noted that the exemption is related to individual members and not the Board as an entity or collective.

02-10-22-2015/16 Motion to approve items 1.2.6 and 1.2.11 on the consent agenda which were previously exempted. Carried.

- 1.2.1 Previous Meeting Minutes: September 24, 2015
- 1.2.2 Correspondence Report
- 1.2.3 Students’ Association of MacEwan University
- 1.2.4 MacEwan Staff Association
- 1.2.5 Faculty Association
- 1.2.6 Academic Governance Council (AGC)
 - 1.2.6.1 AGC Report (for information)
 - 1.2.6.2 Program Termination Recommendation: UT Bachelor of Commerce and Management (for approval)
 - 1.2.6.3 Academic Schedule Recommendation and Principles (for information)
- 1.2.7 Audit Committee Report
- 1.2.8 External Relations Committee Report
 - Terms of Reference (for approval)
 - 2015-16 Board of Governors’ Standing Committee Membership (for approval)
- 1.2.9 Finance Committee Report (Graham)
 - Terms of Reference (for approval)
 - Bank Signing Authority (for approval)
- 1.2.10 Foundation Board of Directors Report
- 1.2.11 Policy Approvals
 - 1.2.11.1 D4010 Allowable Expenses (REVISED)
 - 1.2.11.2 D3115 Fine Art Collection (NEW)
- 1.2.12 Proposed Meeting Dates in 2016 and 2017 (for approval)

2.0 Business Arising From Previous Meeting(s)

No matters were brought forward for discussion from previous meetings.

3.0 New Business

3.1 Academic Administrative Structures – Updates

Corlett indicated that a significant amount of time, effort and consultation has been dedicated to reviewing the matter of splitting the Faculty of Health and Community Studies into two separate faculties. Behind the recommendation is a view to do what is best for students now and in the future. It was a decision by Faculty Council with input from Atkinson and Corlett. He noted the Faculty of Health and Community Studies will have one anomaly in that Social Work will not be a department with a chair, but a “School of Social Work” which will be overseen by a Director. This conforms to nomenclature practices in the profession and in the academic sector. Corlett suggested that the size of the nursing faculty provides the capacity necessary for them to be a stand-alone faculty and this split will provide the Faculty of Nursing to identify itself as an entity on a national level. It also provides the remaining programs within the new Faculty of Health and Community Studies to build its future, financially and programmatically.

The Board inquired about the ability of students to access programs or courses between the faculties without creating issues of overlapping between or duplication of courses. Corlett acknowledged that considerable collaboration on course offerings and research currently exists beyond faculty boundaries and he sees no impediments for this to continue in the future. By way of example, he explained that students in Arts and Sciences can take a minor in business. He added that most students don’t readily identify with a particular faculty; rather they identify at the local level of their program.

3.1.1 Division of Faculty of Health and Community Studies

03-10-22-2015/16 Moved and seconded that the Board of Governors approve that the current Faculty of Health and Community Studies divide into two Faculties: 1) Faculty of Health and Community Studies, and 2) Faculty of Nursing, effective July 1, 2016, as presented. Carried.

3.1.2 Faculty of Health and Community Studies Structure

04-10-22-2015/16 Moved and seconded that the Board of Governors approve the units of organization for the Faculty of Health and Community Studies, effective July 1, 2016, as presented; and, to approve that the School of Social Work be recognized as an organizational unit equivalent to a department. Carried.

3.1.3 Faculty of Nursing Structure

05-10-22-2015/16 Moved and seconded that the Board of Governors approve the units of organization for the Faculty of Nursing, effective July 1, 2016, as presented. Carried

3.2 Association Presentations

3.1 MacEwan Staff Association (MSA)

Winqvist thanked the Board for inviting her to present information about the MacEwan Staff Association. She presented Board members with a small gift and offered copies of the Collective Agreement. She provided the Board with background information regarding the staff association’s transition to a union in 2006. In introducing MSA’s executive team, Winqvist noted that the professional development arm is being renamed as career development to be consistent with the terminology now being used elsewhere in the institution. At the present time, MSA

has campus representatives, but with campus consolidation it is necessary to reframe these positions in MSA's bylaws.

Winqvist highlighted some of the functions carried out by MSA including acting as the bargaining agent for between 700 and 1000 staff members, administering the terms and conditions of the collective agreement, ensuring recruitment practices are fair and just, and promoting a healthy and safe work environment.

MSA provides \$5000 annually in scholarships for their members' dependents and donates \$2000 each year to Fund Development to maintain this endowment. Additionally, in support of the new building, MSA has purchased a seat in the theatre.

Winqvist reported that MSA provides career development and social activities to their members, including a Children's Christmas party which has been opened to all staff and faculty at the University. She added MSA has negotiated several corporate sponsorship programs such that their members receive discounts at a number of local businesses.

As of December 7, 2015, the position of MSA president will receive 100% release time following approval at MSA's annual meeting to be held in November. Winqvist explained this change was necessitated due to the increasing number of members in the association and the assistance required in many areas. In the coming months, MSA will be reviewing positions to ensure classification as MSA or Out of Scope is appropriate. She noted that 200 new student positions have been added to the MSA bargaining unit and MSA is working toward understanding the working conditions and payment methods for this group. Examples of student positions include students employed as computer lab assistants, library shelving assistants and residence assistants.

Winqvist was thanked by Day for her presentation.

Hurley was excused prior to the completion of the MSA presentation.

3.3 2014-15 Audited Financial Statements and Internal Restrictions to Net Assets

Quinton reported that the Office of the Auditor General (OAG) has completed its work for the year ended June 30, 2015. The Audit Committee reviewed the reports to ensure the University was compliant with the Public Sector Accounting Standards and the Finance Committee reviewed the statements relative to the approved budget for 2014/15. He commented on the success of the audit and advised that the Auditor General has indicated all previous recommendations are now cleared. He thanked Rick Ellis and his team for their work to ensure the University's processes and procedures produce timely and accurate financial data. He noted the growing complexity in statement preparation and the challenges in understanding expectations and complying with accounting standards. The reports indicate the University has finished the year with a surplus which was the result of implementing a hiring freeze when budget cuts were first announced and postponing some initiatives.

Quinton explained that the appropriation of funds for student technology reserve is based on an agreement that students would pay a special fee that is allocated to technology. Other funds were restricted previously by the Board, including some directed to the CFAC project. The value of this restriction has increased from the approval given in December 2014 to include the funds which will be realized when the sale of the South Campus is finalized; this

reflects an accounting treatment agreed upon with the OAG.

Responding to a question about the Auditor General's comments to the Audit Committee, Graham reported that the efforts of the administration and staff were acknowledged by the Auditor General and his staff. The Auditor General advised the institution to continue its work and cautioned against "taking its eye off the ball". Additionally, it was suggested that the University review some of the recommendations made by the Auditor General to the Universities of Alberta and Calgary with respect to revenue-producing operations and ensure the Board understands the risks associated with developing revenue producing operations. The Auditor General further identified an opportunity for the University to take a lead role in the adopting the results-based outcomes reporting initiative. Quinton agreed to review and bring back a recommendation on same.

The Chair of the Audit Committee, Chair of the Finance Committee as well as Board Chair Day shared their appreciation for the outstanding efforts of Ellis and his team in meeting the requirements set out by the Auditor General. Day commented that the expertise in administration and among staff as well as on the Board has evolved in recent years to bring about this positive progression.

06-10-22-2015/16 Moved and seconded that

1. The Board of Governors approve, effective June 30, 2015, the appropriation of \$1,271,296 from accumulated surplus from operations for the student technology reserve.
2. The Board of Governors approve the June 30, 2015 consolidated financial statements for MacEwan University.

Carried.

3.4 Foundation Trust Transfer Agreement 2015

Quinton indicated this is the standard agreement which is signed every year to allow the flow through of funds from the Foundation to the University in support of scholarships and bursaries.

07-10-22-2015/16 Moved and seconded that the Board of Governors approve the transfer of \$3,846,917 from the Grant MacEwan University Foundation in accordance with the attached Transfer Agreement. Carried.

Digweed arrived.

4.0 Reports

4.1 Board Chair's Report

Day reported on the following events and meetings held since the September 24, 2015 Board Meeting:

- September 25: Faculty Association Annual Barbecue was attended by Grieve, Pitruniak, Atkinson and Baptista.
- October 6: Media event to announce the Bachelor of Social Work program. Day remarked this was a great day for the institution and resulted from many years of work by program faculty and administration. The event was attended by three MLAs, two of whom graduated from the University's Social Work diploma program.

He shared information on the following upcoming events:

- October 28 to November 7 : Theatre production of “Nice Work If You Can Get It”
- October 30: Joint workshop with AGC on Governance in a Time of Transition and Change with Guest Speakers, Dr. Peter McKinnon and Dr. Glen Jones
- November 7: Annual Open House
- November 16: Installation of University of Alberta President, Dr. David Turpin
- November 17 : Fall Convocation Ceremonies at Winspear Concert Hall

5.0 Adjournment of Open Session

The open session adjourned at 5:02 p.m.

Gail Jones
Executive Assistant