

**BOARD OF GOVERNORS**

September 29 2016  
Open Session  
Grant MacEwan University  
Governors' Boardroom 7-218, City Centre Campus

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Board Members:	E. Barichello, Meeting Chair D. Atkinson, President S. Budnarchuk, Public Board Member M. DeRoo McConnan, Public Board Member M. Fyfe, Public Board Member, arrived at 4:15 p.m. C. Graham, Public Board Member S. Hamilton, Public Board Member D. McConnell, Students' Association Member A. Rhoads, MacEwan Staff Association Member, via conference call A. Skye, Faculty 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 and Compliance Officer, via conference call B. Quinton, Vice President, Finance and Administration
Board Office:	M. Baptista, University Secretary G. Jones, Governance Assistant (Recording secretary)
Guests:	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 J. Graney, Edmonton Journal B. Horan, Internal Auditor M. Leathem, Chief of Staff H. McCrae, Dean, School of Continuing Education F. McGinn, Dean, Faculty of Health and Community Studies D. McGugan, Dean, Libraries D. McLaughlin, Executive Director, Institutional Analysis and Planning C. Monk, Dean, Faculty of Arts and Science J. Ross, Director, Risk and Assurance Services K. Yan, Manager, Finance and Administration, Alumni and Development
Absent, with regrets:	J. Day, Chair D. Halliwell, Public Board Member E. Hurley, Public Board Member

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**MINUTES: OPEN SESSION**

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

Barichello called the meeting to order at 4:03 p.m. At the request of the Chair, the Deans who were in attendance for the meeting, introduced themselves.

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

No conflicts were declared.

**1.2 Approval of Agenda/Consent Agenda**

**01-09-29-2016/17** Moved and seconded to approve the agenda and items on the consent agenda, subject to a minor revision to the minutes from May 26, 2016 regarding Item 3.1 CIP Approval and the allocation of the accumulated surplus funds. Carried.

- 1.2.1 Previous Minutes: May 26, 2016, June 20, 2016
- 1.2.2 Correspondence
- 1.2.3 President's Newsletters: July, 2016 and September, 2016
- 1.2.4 Students' Association of MacEwan University
- 1.2.5 MacEwan Staff Association
- 1.2.6 Academic Governance Council (AGC)
  - 1.2.6.1 AGC Report (May and June 2016 Meetings)
  - 1.2.6.2 AGC Membership Appointments
    - Dean of Nursing
    - Dean of Faculty of Health and Community Studies
    - Residence Life Coordinator
  - 1.2.6.3 BSc Action Plan from Faculty of Arts and Science
- 1.2.7 Audit Committee Report
  - Terms of Reference (REAFFIRMATION)
- 1.2.8 Campus Planning Committee Report
- 1.2.9 External Relations Committee Report
- 1.2.10 Finance Committee Report
  - Terms of Reference (REAFFIRMATION)
- 1.2.11 Foundation Board of Directors' Report
- 1.2.12 Governance and Human Resources Committee Report
- 1.2.13 Standing Committee Membership (APPROVAL)
- 1.2.14 Items approved 2015-16: Open Session
- 1.2.15 Policy Approvals:
  - 1.2.15.1 D1035 Academic Senior Administrators (NEW) and D2040 Administrative Leave for Academic Administrators (RESCIND)
  - 1.2.15.2 D7230 Information Security Policy (RESCIND) and D4120 Telephone (RESCIND)
  - 1.2.15.3 D3710 Contracts Review and Signing Authority (REVISE)

Prior to the adjournment of the meeting, clarification was requested regarding the ability of the Faculty of Fine Arts and Communication and Conference Services to book spaces in the new CFAC building. Quinton explained that Conference Services does not have the ability at present to book the theatre at the West Campus. Once faculty is consolidated on the City Centre Campus, some adjustments were required to continue to provide faculty with access to book the space as well as providing opportunities for Conference Services to book the space.

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

### **2.1 International Student Tuition**

Corlett introduced his report, noting it is a follow up to previous discussions with the Board regarding International Student Tuition fees. The information contained in the report has been reviewed by Executive Council as well as Deans' Council. Once the tuition and fee consultation process is complete, a recommendation will be brought to the Board for final approval.

Atkinson noted that the MacEwan Committee on Internationalization has suggested that any increase to the fees for international students should be used to enhance services available to international students. Additionally, it is hoped that some of the increased revenue will be available for use by domestic students wishing to study abroad.

Responding to a question about the University's position in the market once the fees are increased, Corlett indicated that he expects the University's fees would be normalized relative to comparable programs. He advised that the reaction of students and parents to the fee increase will be monitored closely in the next few months.

The Board inquired about using funds to send domestic students abroad and indicated a preference for the funds to be used to support students in need. Corlett shared that students gain valuable experiences when they study abroad. The University has fostered a number of connections with organizations abroad to enhance student learning experiences. To be able to offer some funding for a study abroad experience will aid those students who are marginally unable to participate due to a lack of funding. Atkinson added that in some cases, an entire class will partake in special sessions outside the country and this will create equity within those classrooms.

A question was asked as to whether or not the estimates regarding increased revenue and the ability to fund additional support services will be realized. Corlett explained that it is likely the number of students wishing to study overseas may grow, however, he commented that money will be directed to the areas of greatest need. He added that he will be working closely with Kimberly Howard, Executive Director, MacEwan International, to review the budget for MacEwan International and make plans for the expected additional revenues.

(Fyfe arrived)

### **3.0 New Business**

#### **3.1 Indigenous Initiatives: Renaming Aboriginal Education Centre**

Atkinson explained that the renaming of the Aboriginal Education Centre does not involve the renaming of a space on campus and therefore does not require a motion for Board approval. The new name of the centre, Kihew W̓atston (KW) means eagle's nest and was bestowed upon the Centre during a traditional, spiritual practice led by Elder Rick Lightning. This naming is consistent with the University's indigenization strategies.

#### **3.2 Policy Development Update**

Plouffe noted that the report is provided as information in follow up to a request made in May. The report lists all policy development work that has been completed in the last six months. On a go forward basis, a report will be provided to the Board every six months.

**ACTION:** Plouffe will provide a report on policy development to the Board every six months.

### 3.3 2015-16 Audited Financial Statements and Internally Restrictions to Net Assets

Quinton reported that the Audit Committee and the Finance Committee have reviewed the Audited Financial Statements. The audit by the Office of the Auditor General (OAG) has been completed and the approvals are brought forward to the Board sooner in the academic year than previous years to alleviate the need to record and report subsequent events prior to the final approval of the statements by the Board. He congratulated Ellis and his team on their work to respond to the auditors' requests during the audit and maintain a good working relationship with the OAG.

The University had a surplus at year end, however restrictions are in place to assign the surplus to a number of ongoing projects. The Board was asked to approve one more restriction for the student technology grant. Quinton explained that the surplus arose based on a number of factors, many of which occurred subsequent to the approval of the University's budget. The increase to funding grants and the reversal of a previously announced budget cut account for some of the variances. Further, a number of positions were vacant throughout the year resulting in lower than expected salary and benefit costs.

The Student Technology Fee is charged to all students and the funds are used to enhance technology services available to students. This is an annual restriction and the specific use of the fund is determined by a committee with student representation.

Graham added that in addition to reviewing the financial statements, the Audit Committee met with the OAG in private. No concerns or issues were raised and Graham acknowledged the work of Ellis and his team to improve processes and develop relationships with personnel in the OAG.

Quinton advised that there will be a slight adjustment to note 15 in the Financial Statements as the agreements with the City of Edmonton have not yet been finalized.

Responding to a question regarding the payments to be made for the use of the Downtown Community Arena, Atkinson explained the cost increased due to the requirements for seating and other matters which are dictated by the University's participation in Canada West. However, to help offset these increased costs, the Edmonton Oilers Foundation has donated \$700,000 to the University and the City has agreed to decrease the cost of ice time so it is comparable to the ice time fees at other City-owned facilities. As the lease which is being negotiated will be for 20 years, it is expected that the savings will be realized over the course of the lease agreement.

**02-09-29-2016/17** Moved and seconded that the Board of Governors approve, effective June 30, 2016, the appropriation of \$1,295,970 from accumulated surplus from operations for the student technology reserve. Carried.

**03-09-29-2016/17** Moved and seconded that the Board of Governors approve the June 30, 2016 consolidated financial statements for MacEwan University, with management updating the note disclosure on the community rink as required based on the current status. Carried.

### 3.4 Foundation Trust Transfer Agreement 2016

Quinton advised the Board that the Foundation Board of Directors approved the transfer of funds from the Foundation to the University at its meeting on September 22.

**04-09-29-2016/17** Moved and seconded that the Board of Governors of MacEwan University approve the transfer of \$2,006,364 from Grant MacEwan University Foundation in accordance with the attached Transfer Agreement. Carried.

## 4.0 Reports

### 4.1 Faculty Association Report – verbal

Skye reported that the Faculty Association is currently in the midst of preparing its response to the Post-Secondary Learning Act Labour Relations Consultation Process. She indicated they are talking with colleagues across the province as well as labour lawyers to understand the issues and will make a likely more moderate response than other associations.

### 4.2 Board Chair's Report

Barichello welcomed new Board members Aimee Skye, Sharon Budnarchuk and Meghan DeRoo McConnan to their first regular meeting. He also acknowledged the appointment of Chelsea McNaughton as the new Governance Assistant in the Board Office. Michelle Plouffe was congratulated on recently receiving a 2016 Daughters of the Year Award.

The following events were highlighted in the report:

- June 21-23 – Spring Convocation
- August 29 to September 16 – Start-up events for the new academic year, such as residence move-in, new student orientation and the campus block party.
- September 8 – opening of Rogers Place attended by Board Chair Day and President Atkinson
- September 8 – celebration of the life of Misha Bazelevsky
- September 15 – Board recognition event
- September 21 – As requested by Minister Joe Ceci, Sharon Budnarchuk participated in the news conference to launch [www.boards.alberta.ca](http://www.boards.alberta.ca), a new website for recruiting board members for agencies, boards and commissions.
- September 24 – first hockey game in the new Downtown Community Rink for the Griffins Men's Hockey team
- September 25 – grand opening celebration of the Downtown Community Rink
- September 28 and 29 – 2<sup>nd</sup> Annual Building Reconciliation Forum

Upcoming events and meetings of note are:

- October 27: Next regular Board meeting
- November 3: Post-secondary Governance Summit hosted by Field Law. This is a professional development opportunity for Board members, board secretaries, senior administration and in-house legal counsel.
- November 5: Annual Open House
- November 15: Fall Convocation

Barichello also encouraged board members to check out the News & Events listed on the University's website for the Griffins Athletics schedule, upcoming information sessions on programs of study, speakers and visiting lecturers, theatre productions, etc.

It was noted that the advertisement for the Board Chair recruitment was posted August 10 with an end date of August 31. However, the deadline was subsequently revised to September 30 and then to October 5. As Chair Day's term ends on October 13, Barichello has been appointed Acting Chair, effective October 14. Once the advertisement is closed, Advanced Education and the Director of Public Appointments, Premier's Office will assess all applications and provide a screening report to the Board. The Governance and Human Resources Committee will review the screening report and submit recommendations for candidates to interview. The interview panel includes individuals from Advanced Education, the Director of Public Appointments and the University. A recommendation is then forwarded by the Minister to Cabinet for the appointment to be made by an Order-in-Council.

## **5.0 Adjournment of Open Session**

The open session adjourned at 4:47 p.m.

Gail Jones  
Governance Assistant