

April 27, 2017  
Open Session  
Grant MacEwan University  
Governors' Boardroom 7-218 City Centre Campus

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Board Members:	I. Challborn, Chair D. Atkinson, President S. Budnarchuk, Public Board Member M. DeRoo McConnan, Public Board Member A. Fisher, Public Board Member E. Hurley, Vice Chair D. McConnell, Students' Association Member A. Rhoads, MacEwan Staff Association Member 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 B. Quinton, Vice President, Finance and Administration
Board Office:	M. Baptista, University Secretary G. Jones, Governance Assistant (Recording secretary)
Absent, with regrets	D. Halliwell, Public Board Member C. Graham, Public Board Member
Guests	A. Beard, Students' Association of MacEwan University K. Boros, Director, Employee and Labour Relations 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. French, Executive Director, Faculty Association C. Hancock, President, Faculty Association B. Horan, Internal Auditor C. Hunting, Director, Faculty Relations M. Leathem, Chief of Staff F. McGinn, Dean, Health and Community Studies D. McGugan, Dean, Library D. McLaughlin, Executive Director, Institutional Analysis and Planning C. Monk, Dean, Faculty of Arts and Science S. Nedoshytko, Students' Association of MacEwan University E. Patterson, Students' Association of MacEwan University B. Snefjella, Governance Manager, Faculty of Arts and Sciences G. White, IMR

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**MINUTES: OPEN SESSION****1.0 Call to Order and Introduction of Guest(s)**

Challborn called the meeting to order at 4:00 p.m. and had guests introduce 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

Responding to a question about the Academic Governance Council (AGC) report that referenced a presentation on Safe Disclosure Reporting, Atkinson indicated that in follow up to the presentation, a request for additional information regarding the review of the ConfidenceLine will be forwarded to the Board in June. Further, to alleviate concerns that the existence of the ConfidenceLine may preclude students from raising concerns with their instructors, Atkinson reported that he was asked by AGC Executive Council to develop an enhanced communication strategy related to safe disclosure.

**01-04-27-2016/17** Moved and seconded to approve the agenda and items on the consent agenda with the addition of *Presidential Transition Update* as item 3.1. Carried.

- 1.2.1 Previous Minutes: February 23, 2017
- 1.2.2 Correspondence
- 1.2.3 President's Newsletter
- 1.2.4 Faculty Association
- 1.2.5 MacEwan Staff Association
- 1.2.6 Students' Association of MacEwan University (SAMU)
- 1.2.7 Academic Governance Council (AGC)
  - 1.2.7.1 AGC Report
  - 1.2.7.2 Termination of Professional Golf Management Post-Diploma Certificate
- 1.2.8 Audit Committee Report
- 1.2.9 Campus Planning Committee Report
- 1.2.10 External Relations Committee Report
  - Year of Celebration – Centre for Arts and Culture
- 1.2.11 Update from Chief Information Officer
- 1.2.12 Standing Committee Membership – for approval re: new Board Chair, new student member
- 1.2.13 Policy Approvals
  - 1.2.13.1 Standard D8010-3 Segregation of Duties - *Revised*
  - 1.2.13.2 Policy changes related to D8000 ITM Governance and Management:
    - Policy D6010 Use of University Computer Facilities and Information Resources - *Rescinded*
    - Policy D8000 ITM Governance and Management - *Revised*
    - Standard D8000-7 Use of Information Technology resources Standard – *Approved*

## 2.0 Standing Items

### 2.1 Semi-annual Update on Policy Development

Plouffe presented the report as information for the Board. Discussion of the report began with a question about the timeline for the development of the policies related to student conduct/misconduct. Corlett acknowledged that this has been a long process in part due to the need to ensure the wording was clear and approved by legal counsel. As well, the desire to

connect with members of the Students' Association presented challenges, given the annual turnover of the elected officials. While there are some incidents of student misconduct currently being adjudicated, he commented that the problems encountered in recent years are related to procedural matters rather than policy. He noted the situations are being managed and he indicated he does not believe there is any increased risk to the University. Should any other issues arise before the policies and procedures are in place, they will be viewed on a case-by-case basis. Once the work on the development and consultation for the policies is complete, the two policies as well as a procedure for each policy will come forward to the Board. He added that the Board will only approve the policy on non-academic misconduct; AGC will approve the policy on academic misconduct. Atkinson added that the Executive Council is aware of the cases of concern and will be discussing a short-term solution to the issues related to these cases. Plouffe suggested the manner in which concerns are investigated may also require a review.

The Board asked for an update regarding the revisions to the Travel Approval and Risk Management Policy. Quinton indicated that the review of the policy is also providing an opportunity to examine a number of related issues, including reimbursement of expenses and risk management. Consideration is being given regarding what is required for approval versus awareness of travel. Plouffe added that the University is considering using a third party service to provide 24/7 emergency response to staff, faculty and students when they travel internationally. Related to this matter are plans to provide orientation to ensure travelers are aware of the procedures that need to be followed should an incident arise.

Responding to a question about the development of the non-discrimination and accessibility policy, Plouffe indicated that current policies are being reviewed and gaps identified to develop a broader policy to cover students, faculty and staff. This will not be an academic policy, but it will have academic implications. Given the need to consult broadly on a new policy, the soonest this policy would come forward to the Board is early next winter.

### **3.0 New Business**

#### **3.1 Presidential Transition Update**

Atkinson reported that he has facilitated the development of a comprehensive briefing package for Dr. Deborah Saucier, incoming president. Information was gathered from all major units asking them to provide an overview of their department, mandate, and accomplishments over the past three years as well as challenges and opportunities. It is not intended to be an advocacy document, so no specific asks were made. Saucier was on campus April 26 and 27 and was able to speak with a number of groups and individuals. He has shared his perspective with Saucier regarding opportunities and potential areas of risk to avoid. Baptista added that the Board met with Saucier for dinner on April 26<sup>th</sup>. A transition team was announced recently and held its first meeting earlier in the week. She commented that the group is enthusiastic and committed to ensuring a successful transition.

### **4.0 Reports**

#### **4.1 Board Chair's Report**

Challborn expressed her appreciation to everyone at the University who has assisted her in the last few weeks as she assumed the responsibilities for the role of Chair. She has attended a number of meetings, including Campus Planning Committee and Audit Committee. While she may not be able to attend all committee meetings, she noted it is helpful to hear the

conversations to set context for the work of the Board. Her recent tour of the campus was very enjoyable, particularly given the warm welcome she was given by the people she met.

The following events were highlighted as having taken place since the last Board meeting on February 23, 2017:

- March 7, 2017: Allard Chair in Business Reception, 4:00-6:00 in the Heart of the Robbins recognizing the 2017 Allard Chair in Business, Dr. Ray Muzyka, Founder and CEO of Threshold Impact; Co-founder and CEO of BioWare.
- March: Music graduation recitals took place throughout the month of March. Other events included the Composition Concert (April 2) and the Big Band Concert (April 3 – this was the lights out event for the Haar Theatre and the west campus).
- March 13: Pride March hosted by the Students' Association
- March 22 to April 1: Into the Woods, a theatre production that took place in the Theatre Lab.
- March 30: Public forum related to the Reappointment of the Provost/VP Academic.
- April 1 to 3: Association of Governing Boards National Conference in Dallas. Attendees included Aimee Skye, Sharon Budnarchuk and Meghan DeRoo McConnan. Margo attended the AGB Board Professionals Workshop and presented on the topic of Professional Development.
- April 6: Launch of Bent River Records, MacEwan University's own record label.
- April 7: SAMU Building Launch. Meghan DeRoo McConnan brought remarks on behalf of the Board.
- April 11: Campaign Cabinet Luncheon.
- April 11 to April 22: Final exams for the 2016-17 academic year.
- April 15: The final Student Art Show to be held at the west campus.
- April 24: Student Research Day. A full day of presentations from student research and scholarly activities.

The following upcoming events were highlighted:

- April 28: Farewell Social Event for the old Centre for Arts & Communications (Jasper Place) Campus.
- May 6: Mad Hatters Gala – unable to attend – flying back from Guelph

Challborn reminded everyone that the next Board meeting has been rescheduled to June 5 at 5:00 pm.

The following information was shared regarding the Public Board Member Recruitment:

- a) The advertisement closed on February 21 for 5 positions in the areas of legal, finance, health care, human resources, public policy and capital planning:
- b) The screening report prepared by Advanced Education was reviewed and a short list of candidates were recommended to the Minister for interview.
- c) Interviews were held on April 20 and April 24.
- d) The next step in the process is for the Minister to make recommendations to Cabinet and for orders-in-council to be issued.

## **5.0 Adjournment of Open Session**

Prior to adjourning the meeting, Challborn made presentations to Danika McConnell and Elizabeth Hurley to recognize their last meetings as members of the Board and to thank them for their contributions to the Board and the University.

The open session adjourned at 4:43 p.m.

Gail Jones  
Governance Assistant