

March 5, 2020
Open Session
 4:10 – 4:40 p.m.
 City Centre Campus Room 7-218

Attendees

Board Members:	Carolyn Graham, Chair	John McGrath, Acting President
<i>Public Members</i>	Adam Guiney	Alexandria Fisher
	Janice Sarich	Cameron Barr
	Lisa Jane de Gara (arr 4:26 p.m.)	Jasmine Nuthall
	Meghan DeRoo McConnan	Sarah Tokar
	Samantha Kernahan, Vice Chair	
<i>Academic Members</i>	Aimee Skye	Lucio Gelmini
<i>Non-Academic Member</i>	Nina Delling	
<i>Student Member</i>	Andrea Turner	Cole Baker

Resources: Craig Monk, Provost & Vice-President, Academic
 Michelle Plouffe, Vice-President and General Counsel
 Myrna Khan, Vice-President University Relations
 Gwen Bauer, University Secretary
 Marg Leathem, Chief of Staff and Acting University Secretary
 Sumiko Yip, Director, Strategic Initiatives, Office of the President
 Elizabeth Hay, Governance Associate (recording secretary)
 Marco Turlione, Governance Coordinator

Guests: Rick Ellis, Chief Financial Officer & Associate Vice-President, Finance
 Samantha Power, Media Relations Advisor
 Barry Horan, Associate Vice-President, Internal Audit and Risk Management
 Donna Mae Winquist, President, MacEwan Staff Association
 Harry Oosterhoff, Executive Director, MacEwan Staff Association
 Karen Boros, Director, Labour Relations and Employee Services
 Stuart MacLean, Associate Vice President, Facilities
 Heather MacRae, Dean, School of Continuing Education
 David McLaughlin, Associate Vice President, Planning and Analysis and Registrar
 Helen Ngan-Paré, Associate Vice-President, Human Resources
 Shelagh Hohm, Associate Vice President, Information Services and Chief Information Officer
 Wanda Costen, Dean, School of Business

MINUTES: OPEN SESSION

#	Item
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0.0 Smudging Ceremony

Before the meeting commenced, the Chair began with a formal welcome and land acknowledgement. She also welcomed Elder Francis Whiskeyjack and offered protocol, and Elder Whiskeyjack welcomed the Board of Governors and led the Board in a ceremonial prayer.

1.0 Call to Order and Introduction of Guest(s)

C. Graham, Chair, called the meeting to order at 4:10 p.m. noting quorum was present.

1.1 Declaration of Conflicts of Interest and Commitment (Real, Potential or Perceived)
No conflicts were declared.

1.2 Approval of Open Agenda

MOTION #01-03-05-2019/20: Moved by A. Skye and seconded that the Board of Governors approve the March 5, 2020 open agenda as presented. Motion carried.

1.3 Approval of Consent Agenda

MOTION #02-03-05-2019/20: Moved by A. Turner and seconded that the Board of Governors approve the consent agenda (and the contents thereof*) as presented. Motion carried.

*The consent agenda included approval of: the minutes from the December 19, 2019 open session (That the Board of Governors approve the minutes from the December 19, 2019 meeting as presented.); the Revised Policy Document Framework and Establishing University Documents Policy (That the Board of Governors approves the attached revised Establishing University Policy Documents Policy and Policy Document Framework with an effective date of March 5, 2020); the Department Structure, Faculty of Nursing (That the Board of Governors approves the implementation of the Faculty of Nursing department structure effective July 1, 2020 with the following five departments: 1) Department of Nursing Foundations 2) Department of Human Health and Science 3) Department of Health Systems and Sustainability 4) Department of Nursing Practice 5) Department of Professional Nursing and Allied Health); the Board of Governors and Committees Meeting Schedule for 2020-2021 (That the Board of Governors approves the 2020-2021 Board of Governors and Committees Meeting Schedule as presented); the Terms of Reference for the Finance, Property and Investment Committee, the Terms of Reference for the Governance and Human Resources Committee, the Terms of Reference for the Audit and Risk Committee (That the Board of Governors approves the revised Terms of Reference as presented for the following: - Audit and Risk Committee - Finance, Property and Investment Committee - Board Chair - Board of Governors - Board Vice Chair - Board Committee Chairs and - Governance and Human Resources Committee); the Workplan for the Finance, Property and Investment Committee, the Workplan for the Governance and Human Resources Committee and the Workplan for the Audit and Risk Committee (That the Board of Governors approves the following Workplans for 2020 – 2021 as presented: - Audit and Risk - Finance, Property and Investment - Governance and Human Resources). The consent agenda also included the following received for information: Campus Master Plan update, SAMU Building update and the Board Correspondence Report.

2.0 Reports

2.1 Board Chair's Report

C. Graham, Board Chair, reported on the events since the last meeting.

- She noted that the search for a new president was concluded earlier in the week, with the announcement of Dr. Annette Trimbee as the new president and vice chancellor, noting she would join MacEwan University effective August 1, 2020. C. Graham extended her gratitude to Acting President John McGrath for his guidance of the University through a time of significant change. She also extended her thanks to S. Tokar and the Search Committee for their work.

- She reported that both Lucio Gelmini and Cole Baker were appointed to the Board of Governors.
- She also noted that Board members had attended the following events since the last meeting:
 - January 8, 2020: Social Event with the MacEwan Staff Association
 - January 16, 2020: Whiteout 2020
 - February 5, 2020: Board of Governors Theatre Night
 - February 10, 2020: FFAC TV Studio Grand Opening
 - February 10, 2020: SAMU Building Grand Opening Congratulations
 - February 29, 2020: Danny Hooper's Cabin Fever
 - March 2, 2020: MacEwan Pride March
- She also reminded Members of the Spring Convocation dates, June 16-18, 2020.

2.2 Acting President's Report

J. McGrath, Acting President, reported on items since the last meeting.

- He reported that he was looking forward to the new president and vice chancellor's arrival on August 1, 2020. He noted that his office is starting to execute the transition plan, and that there would be an opportunity, prior to August, to welcome her to the campus for a formal introduction.
- He reported that Dr. Diane Symboluk won MacEwan University's first 3M National Teaching Fellowship, a recognition at a national level for excellence in teaching and educational leadership.
- He also reported that Dr. Melike Schalomon would be appointed as Dean of the Faculty of Arts and Sciences as of July 1, 2020. Dr. Schalomon has been at MacEwan University since 1996 and has had an accomplished administrative career, including serving as interim Dean of the same faculty.
- He introduced Gwen Bauer, the new University Secretary who joins MacEwan University from the Students' Association of MacEwan University (SAMU).
- He reported that he was in the midst of preparing a plan to the Board and advocating to the government on the metrics for the Investment Management Agreements (IMA). He also reported that with the Budget 2020 announcement, he has a better idea of the impact on the institution, but there are still details to be shared that will identify further impacts on the overall budget.
- He also reported on some events he attended since the last meeting:
 - January 25, 2020: The Edmonton Chamber of Commerce Ball
 - February 10, 2020: FFAC TV Studio Grand Opening/ Launch
 - February 10, 2020: SAMU Building Grand Opening, offering his congratulations to SAMU
 - February 25, 2020: Speech from the Throne
 - March 2, 2020: Pride Parade, offering his thanks to Board members who participated.
- Finally, he noted upcoming events:
 - March 13, 2020: The Council of Presidents of Post-secondary of Alberta meeting.
 - April 8, 2020: James Cumming, MP Edmonton Centre to visit MacEwan University

2.3 General Faculties Council Report

C. Monk, Chair of the General Faculties Council, reported on the activities of the General Faculties Council:

- At its meeting on February 10, 2020, General Faculties Council, approved the departmental structure for Nursing, an item that was approved by consent agenda at this meeting.
- Student Code of Conduct came forward for initial consultation
- Bachelor of Communication Studies' action plan was brought forward as was the Comprehensive Evaluation Self-Study Report for CAQC
- Standing Committees structure and the election process were considered for the GFC

2.4 Audit and Risk Committee Chair's Report

J. Nuthall, Chair, Audit and Risk Committee, reported that the Committee had recommended the Terms of Reference and workplans to the Board of Governors for approval. She added that the Committee clarified that the responsibility for the processes associated with risk management lies with the Committee, whereas the responsibility for the risk assessment itself lies with administration.

2.5 Governance and Human Resources Committee Chair's Report

S. Tokar, Chair, Governance and Human Resources reported that the Committee recommended to the Board of Governors the approval of the updated Board bylaws to allow for Committees to add External Committee members. She noted that the Committee made two additional recommendations: that the majority of Committee membership would be Board Members; and, that External Committee Members would be subject to a one- or two-year term, depending on the needs of the appointing Committee and the appointee.

2.5.1 External Committee Members on Board Committees and Board Bylaws

MOTION #03-03-05-2019/20: Moved by S. Tokar and seconded that the Board of Governors approve: 1) the revised Board of Governors Bylaws to: a) permit the appointment of external committee members on Board Committees with the proviso that the Committee composition would be a majority of Board Members and b) update terminology to align with the Post-secondary Learning Act; and 2) the terms for appointing external committee members as specified herein, including the condition that External Committee Members are appointed for one or two year terms. Motion Carried.

2.6 Finance, Property and Investment Committee Chair's Report

M. DeRoo McConnan, Chair, Finance, Property and Investment Committee, reported that the material discussed at the Foundation Board of Directors' meeting was also presented to the Finance, Property and Investment Committee for discussion. She noted that the quarterly investment report for MacEwan University, the quarterly financials for the Foundation and the University and the SAMU/ Campus Master Plan updates were reviewed. She also noted that the Terms of Reference and workplans were reviewed and recommended for approval by the Board of Governors. She also reported that the Mandatory Non-Instructional Fees were discussed and are being recommended for approval at today's meeting.

2.6.1 Mandatory Non-Instructional Fees

MOTION #04-03-05-2019/20: Moved by M. DeRoo McConnan and seconded that the Board of Governors approves the following mandatory non-instruction fees for the 2020/21 academic year

- **Information Technology Fee**
To support technology projects that specifically result in providing new or improved technology services. \$34.50 per term.
- **Medical Clinic Fee (not applicable for off campus programs)**
To support services provided by the campus medical clinic. \$11.60 per term
- **Registrarial Service Fee**
To cover costs associated with services including but not limited to application to graduate, parchment replacement, confirmation letters, transcripts and offsets some of the costs associated with holding Convocation ceremonies. \$17.50 per term
- **Sport and Wellness Fee (not applicable for off campus programs),** To support the provision of sport and wellness services on campus. \$94 per term.

All members in favour, with one opposed (C. Baker). Motion Carried.

2.6.2 Foundation Board of Directors

Nothing further to report.

2.7 Strategy and Stakeholder Relations Committee Chair's Report

J. Sarich, Chair, Strategy and Stakeholder Relations Committee, reported that the Terms of Reference and the workplans for the Strategy and Stakeholder Relations Committee will be reviewed at the next committee meeting, which will give the Committee time to incorporate processes surrounding the Investment Management Agreements (IMAs).

2.7.1 Mandate

C. Monk discussed the current status of MacEwan University's mandate, noting that while the government has suggested that the mandate will figure in the IMAs, it is unclear if the approval for the mandate will be separate or together with the IMAs or if the mandate may be replaced with another type of direction-setting document. He noted that the mandate statement that Members can find in their materials reflects consultation with the General Faculties Council, staff, students, faculty and the Strategy and Stakeholder Relations Committee. He added that if there was any further feedback, that he could be emailed at provost@macewan.ca.

Comments made ~~at~~ by the Committee for consideration were to potentially include a reference to the length of time that MacEwan University has been in operation (50 years), a different ordering of the disciplines in the mandate to indicate focus, and to add a clearer focus on scholarly outcomes (jobs).

3.0 Unfinished Business

No matters related to this item were brought forward for discussion.

4.0 New Business

No matters related to this item were brought forward for discussion.

5.0 Presentations / Training

No matters related to this item were brought forward for discussion.

6.0 Adjournment of Open Session

The session was adjourned at 4:40 p.m. and moved into the closed session.