

APRIL 15TH 2016
MCGREER 100, 6:00 P.M.

MINUTES

- Chair:** Robert Hall
- Present:** Michael Goldbloom, Claire Grogan, Kerry Hull, Deborah Langford,
Michel Marleau, Nadia Martel, Cathy McLean, Ross Osmun,
Matthew Robinson, James Sweeny, Tova White
- By telephone:** Jane Brydges, Luce Samoissette
- Regrets:** Brian Levitt
- Senior Administration:** Nick Andrews, Marie-Josée Berger, France Gervais, Isabelle Goyette,
Matt McBrine, Michele Murray, Francine Turmel, Miles Turnbull
- Secretary:** Victoria Meikle

ITEM 1: CHAIR'S WELCOME

The Chair called the meeting to order at 6:03 p.m. He welcomed members of the A.P.B.U.-University Task Force on a Sustainable Model for Bishop's University Anthony Di Mascio, Jean Manore, Robert Palmer and Brad Willms. He also welcomed incoming President of the Students' Representative Council Chelsea McLellan and Marguerite Ramage, staff member of the Board Nominating Committee.

ITEM 2: APPROVAL OF AGENDA

Michel Marleau moved approval of the agenda subject to incorporating Item 8, approval of the sale of land for Highway 410 into Item 14, the Finance Report. James Sweeny seconded the motion.

The motion carried.

ITEM 3: APPROVAL OF MINUTES OF THE NOVEMBER 27TH 2015 AND FEBRUARY 5TH 2016 MEETINGS

Michel Marleau moved the approval of the November 27th 2015 Minutes, and Cathy McLean seconded the motion.

The motion carried.

Michel Marleau moved the approval of the February 5th 2016 Minutes, and James Sweeny seconded the motion.

The motion carried.

ITEM 4: BUSINESS ARISING

There was no business arising.

ITEM 5: PRINCIPAL'S REPORT

Convocation 2016

The Principal communicated the names of the candidates for honorary degrees for Convocation 2016: Sophie Brochu, CEO of Gaz Metro at the Friday afternoon ceremony, Xavier Dolan and Monique Gagnon-Tremblay on Saturday morning, and Abel Bosum on Saturday afternoon.

He reported that the Abbott Hall Residence renovation was on schedule and on budget.

The selection committee for 2016 B.E.S.T. Program Funds had met and selected 12 award winners from the compelling projects submitted by 27 women and three men.

At the conclusion of the Principal's remarks, James Sweeny encouraged Board members to attend Convocation.

ITEM 6: PRESENTATION OF THE TASK FORCE TO DEVELOP A LONG-TERM SUSTAINABILITY MODEL FOR BISHOP'S UNIVERSITY

Dr. Jean Manore, member of the *Task Force to develop a long-term sustainability model for Bishop's University*, introduced the other members in attendance: Nick Andrews, Anthony Di Mascio, France Gervais, Michele Murray, Robert Palmer, Miles Turnbull and Brad Willms. She conveyed the regrets of Dr. Trygve Ugland, the chair of the Task Force, who was not able to attend due to a professional commitment.

Dr. Manore then summarized the 14 recommendations of the Task Force.

Governors expressed their gratitude to the Task Force for the quality of the Report, and noted that the next step was to analyse and map out the implementation of recommendations.

The Principal added his thanks to the members of the Task Force, observing that the Report will only have an impact if the Bishop's community embraces it.

Vice-Principal Academic Miles Turnbull noted that Senate would play an important role in the implementation of the Task Force recommendations.

ITEM 7: ACADEMIC REPORT

Dan Seneker, Director of Enrolment Management, briefed Board Members on admissions data for Fall 2016. The Recruitment Office was focusing on the conversion of admitted candidates to registered students.

The Vice-Principal Academic reviewed academic resource allocations for the 2016-17 academic year and provided highlights of the 2016 edition of Research week.

ITEM 8: SALE OF LAND FOR THE 410

This item was deferred to Item 14, the Finance Report.

ITEM 9: REPORT OF THE AUDIT COMMITTEE ON THE 2015-16 AUDIT PLAN

Associate Vice-Principal Finance and Operations Isabelle Goyette spoke to the Report of the Audit Committee, Document 2015-5-09. There was some discussion of steps taken to recover funds lost through the negligence of a supplier of part of the student enrolment system.

ITEM 10: CONTRACT FOR REPLACEMENT OF THE FLOOR OF THE MITCHELL GYM

Ms Goyette reviewed the proposal to replace the floor of the Mitchell Gym, a project included in the 2015-16 Capital Plan. In accordance with the provisions of the *Act Respecting Contracting by Public Bodies*, the University had awarded the contract to *Construction et rénovation Jérémie Houle inc.* for a price of \$650,900. This was slightly lower than the architect's estimate of \$660,050.

James Sweeny moved that the Board approve the contract, and that Michael Goldbloom, Principal and Vice Chancellor, and France Gervais, Vice Principal Finance and Administration, be authorized to sign contracts related to the Mitchell gym mezzanine and floor renovation project. Michel Marleau seconded the motion.

The motion carried.

ITEM 11: REPORT OF THE SUSTAINABLE DEVELOPMENT COMMITTEE

M^c Nadia Martel, Chair of the Committee, reported that the Committee had met and toured the residences. The Committee would present formal recommendations at a subsequent Board meeting.

ITEM 12: MEETING DATES FOR 2016-17

Secretary-General Victoria Meikle presented proposed 2016-17 meeting dates.

The Board of Governors moved into close session at 8:42 p.m. At the conclusion of the Closed Session, the Board moved back into the open session to deal with the balance of the agenda.

ITEM 14 FINANCE REPORT

Michel Marleau, Chair of the Finance Committee, suggested that approval of the 2016-17 operating budget be postponed to the next meeting of the Board of Governors. This would give the Executive team time to analyse the recommendations of the Task Force to Develop a Long-term Sustainability Model for Bishop's University and consider how to implement them. It would also allow the Board to make a decision based on more reliable admissions data for Fall 2016. Governors agreed to postpone consideration of the operating budget.

The Principal assured the Board that the University would work to the parameters and financial targets set out in the budget report pending the formal approval of the budget.

RESOLUTION 2015-5-01
FOR THE APPROVAL OF THE SALE OF 82,187 SQUARE METRES
OF BISHOP'S UNIVERSITY LAND
TO THE *MINISTÈRE DES TRANSPORTS DU QUÉBEC*

WHEREAS the University was approached by the *Ministère des Transports du Québec* (MTQ), which sought to purchase four portions of land totaling 82,187 square metres required to complete the 410 Autoroute;

WHEREAS the Finance Committee has reviewed and discussed the details of the offer to purchase these 82,187 square metres of land;

WHEREAS the University's Signing Authority Policy requires that real estate transactions be approved by the Board of Governors;

BE IT RESOLVED THAT the Board of Governors authorizes Bishop's University to sell the 82,187 square meters of land needed by the MTQ to complete the 410 Autoroute at the price of \$1.50 per square metre;

AND BE IT FURTHER RESOLVED THAT Michael Goldbloom, Principal and Vice-Chancellor and France Gervais, Vice-Principal Finance and Administration, are authorized to co-sign the necessary paperwork to complete the sale.

Moved by: Michel Marleau

Seconded by: Nadia Martel

The motion carried.

RESOLUTION 2015-5-03
FOR THE APPROVAL OF 2016-17 *FRAIS INSTITUTIONNELS OBLIGATOIRES*
AND THE LIST FOR THE
MINISTÈRE DE L'ÉDUCATION ET DE L'ENSEIGNEMENT SUPÉRIEUR

WHEREAS the *Ministère de l'Éducation et de l'Enseignement supérieur* (MEES) requires the Board of Governors to approve the annual list of *Frais institutionnels obligatoires* (FIO);

WHEREAS the University may not increase FIOs beyond the limit set by the MEES without the approval the Students' Representative Council (SRC);

WHEREAS the University has obtained the approval of the SRC where required;

WHEREAS the Finance Committee has reviewed and discussed 2016-17 FIO list;

BE IT RESOLVED THAT the Board of Governors approves the increases and the resulting list of FIOs for 2016-17 as attached.

Moved by: Matthew Robinson

Seconded by: Nadia Martel

The motion carried.

RESOLUTION 2015-5-04
FOR THE APPROVAL OF THE 2016-17 LINE OF CREDIT
AND AUTHORIZED BORROWING

WHEREAS the University's Statutes require the approval of the Board of Governors for all contracts or agreements to borrow money;

WHEREAS the University is subject to the Financial Administration Act;

WHEREAS the authorized line of credit for 2015-16 is \$29.7 million, with RBC;

WHEREAS the University expects to present a deficit Operating Budget for 2016-17, and this expectation has been incorporated into the cash-flow projections;

WHEREAS the University has provided a cash-flow budget illustrating that its financial needs will range from approximately \$26.9 million to \$39.2 million between May 1st 2016 and May 31st 2017;

BE IT THEREFORE RESOLVED THAT the Board of Governors authorizes the University to borrow up to \$39.2 million from RBC for its operations and for the short-term financing of capital expenditures for the 2016-17 fiscal year.

BE IT FURTHER RESOLVED THAT the Board authorizes Michael Goldbloom, Principal and Vice-Chancellor, and France Gervais, Vice-Principal Finance and Administration, to co-sign any and all documents required to complete this transaction.

Moved by: Michel Marleau

Seconded by: Nadia Martel

The motion carried.

ITEM 15 OTHER BUSINESS

The Chair thanked members of the Task Force to Develop a Long-term Sustainability Model for Bishop's University and the Executive Group for their work on the Recovery Plan. He reiterated the need to identify clear steps to implement initiatives, including the recommendations of the Task Force.

The Principal noted that there was additional work to be done on the Recovery Plan. Even if all recommendations of the Task Force were fully implemented, they would not achieve the \$6 million in additional revenues and reduced expenses that the University is proposing to Government.

In closing, the Principal recognized and thanked Students' Representative Council President Matthew Robinson's for his work on the Board of Governors.

There being no further business, the meeting adjourned at 10:06 p.m.



Robert Hall, Chair



Victoria Meikle, Secretary