



BOARD OF GOVERNORS
DOCUMENT 2018-7-03

APRIL 26, 2019

MINUTES
MCGREER 100

- Chair:*** Robert Hall
- Present:*** Jane Brydges, Kent Carson, Pierre Cossette, Anthony Di Mascio, Michael Goldbloom, Brian Levitt, Michel Marleau, Nadia Martel, Alexandra Medalsy, Daniel Miller, Andrew Stritch, Tova White
- Remotely:*** Cathy McLean, Scott Stoddard
- Regrets:*** James Sweeny
- Senior Administration:*** Nick Andrews, Marie-Josée Dufour, Isabelle Goyette, Corinne Haigh, Denise Lauzière, Stine Linden-Andersen, Michele Murray, Jacquie Scott, Miles Turnbull
- Guests:*** Marilyn Hardy
- Secretary:*** Trygve Ugland

ITEM 1: CHAIR'S WELCOME

The Chair called the meeting to order at 3:45 p.m. following the visit of the renovated Johnson Labs and the new greenhouse. The Chair welcomed Ms. Marilyn Hardy, the 2019-20 SRC president.

ITEM 2: APPROVAL OF AGENDA

The Chair noted that Item 8 should be removed from the Open Session agenda as it will be dealt with during the Closed Session. Mr. Michel Marleau moved approval of the modified agenda. Dr. Daniel Miller seconded the motion.

Motion carried.

ITEM 3: APPROVAL OF MINUTES OF THE MARCH 22, 2019 MEETING

No modifications were requested. Ms. Alexandra Medalsy moved approval of the minutes of the March 22, 2019 meeting. Mr. Michel Marleau seconded the motion.

Motion carried.

ITEM 4: BUSINESS ARISING

There was no business arising from prior meetings.

ITEM 5: PRINCIPAL'S REPORT

The Principal referred to his report, highlighting the dramatic photo of the Nicholls building protected from flooding by a line of sandbags. He commended the excellent work of the B & G team for installing the barrier and protecting the campus.

The Principal noted the following information items that were not included in his report:

- *Jeux de la Francophonie 2020* – The Quebec government has indicated that they will not be providing additional funding for the games and as a result the City of Sherbrooke has withdrawn its bid.
- *L'Organisation internationale de la Francophonie (OIF)* will meet in Sherbrooke to plan its next *Sommet de la Francophonie*.
- *Jeux du Québec 2023* – the City of Sherbrooke intends to make a bid for the games.

ITEM 6: ACADEMIC REPORT

The Vice-Principal Academic, Dr. Miles Turnbull, presented the Academic report. Enrolment levels are comparable with last year, but continue to fluctuate. The deadline for applications is May 1st.

A Governor asked whether Bishop's was picking up Ontario students affected by that province's new education policies. Dr. Turnbull answered that so far the numbers were not showing additional Ontario students and that recruiters could not see where students were going if they refused Bishop's offer. Dr. Turnbull explained that Bishop's fees are in line with other small Liberal Arts universities in the Maritimes. Some Governors suggested that students might be making a final choice based on the availability of scholarships. The Vice-Principal Finance and Administration, Ms. Isabelle Goyette, said that she would conduct a comparative analysis of scholarships.

Dr. Turnbull presented the final list of Strategic Innovation Hires and the order in which they would be attributed. He congratulated Dr. Jade Savage for her work on eTick.ca, an online tick registry for citizens which is being adopted by regions outside Quebec.

ITEM 7: REPORT OF THE FINANCE COMMITTEE

The Chair of the Finance Committee, Mr. Michel Marleau, introduced the report and invited the Vice-Principal Finance and Administration, Ms. Isabelle Goyette, to present the 2019-20 Operating Budget, the Cash Flow update, a draft lease for the Co-op Bookstore and the 2019-20 Mandatory Fees (*frais institutionnels obligatoires – FIOs*).

Ms. Goyette said that this is the third consecutive balanced budget presented to the Board. She explained that the proposed budget includes funding for draft Strategic Plan priorities: increased enrolment, Strategic Innovation Hires, support for Athletics, and investment in Capital Infrastructure.

Ms. Goyette detailed the main assumptions for income and expenses and responded to questions. The \$700K contingency fund has been maintained in projected budgets and will be used to reduce the accumulated deficit if it is not required for unanticipated expenses.

RESOLUTION 2018-9-01
FOR THE APPROVAL
OF THE
2019-20 OPERATING BUDGET

WHEREAS the University's Statutes require approval by the Board of Governors of the annual operating budget;

AND WHEREAS the Finance Committee has reviewed and discussed the 2019-20 Operating Budget;

BE IT RESOLVED that the Board of Governors approves the 2019-20 Operating Budget as presented by the Vice-Principal Finance and Administration and set out in the 2019-20 Budget Report.

Moved by: Mr. Pierre Cossette

Seconded by: Mr. Kent Carson

Motion carried.

VP Finance and Administration Isabelle Goyette then reviewed the cash flow budget and the line of credit.

RESOLUTION 2018-9-02
FOR THE APPROVAL OF THE
2019-20 LINE OF CREDIT AND AUTHORIZED BORROWING

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

AND WHEREAS the University is subject to the Financial Administration Act;

AND WHEREAS the current authorized line of credit for 2018-19 is \$44.8 million with RBC;

AND WHEREAS the University expects to present a balanced Operating Budget for the 2019-20 operations which has been incorporated in the cash flow projections;

AND WHEREAS the Finance Committee has reviewed and discussed the 2019-20 Cash Flow Budget;

AND WHEREAS the University has provided a cash flow budget illustrating that its financial needs will range from approximately \$12.8 million to \$30.1 million between June 1, 2019 and May 31, 2020;

BE IT RESOLVED THAT the Board of Governors authorizes the University to borrow up to \$30.1 million from RBC for its operations and for the short-term financing of capital expenditures for the 2019-20 fiscal year;

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

Moved by: Ms. Nadia Martel

Seconded by: Dr. Daniel Miller

Motion carried.

Ms. Isabelle Goyette presented the Mandatory Fees - *FIO – frais institutionnels obligatoires*.

RESOLUTION 2018-9-03
FOR THE APPROVAL OF
THE 2019-20 MANDATORY FEES (FIOs)

WHEREAS the Board of Governors is required by the MEES to approve the FIO list;

AND WHEREAS the University may not increase FIO fees beyond the percentage approved by the MEES (3.6%);

AND WHEREAS the Finance Committee has reviewed and discussed the 2019-20 FIO list;

BE IT RESOLVED THAT the Board of Governors approves the increases and the resulting listing of FIOs for 2019-20 as attached.

Moved by: Dr. Pierre Cossette

Seconded by: Ms. Alexandra Medalsy

Motion carried.

Ms. Isabelle Goyette presented a draft lease for the Co-op and answered any questions.

RESOLUTION 2018-9-04
FOR THE APPROVAL OF A
LEASE AGREEMENT BETWEEN THE UNIVERSITY AND THE CO-OP
AND DELEGATION OF SIGNING AUTHORITY

WHEREAS the Board was informed at its February 1st, 2019 meeting of the decision of the University to create the CO-OP bookstore;

WHEREAS the lease agreement was reviewed by the University General Counsel and the Finance Committee;

AND WHEREAS the University's Signing Authority Policy requires approval by the Board of Governors for any contract obligating the University where the total amount involved exceeds \$500,000;

BE IT RESOLVED that the Board of Governors approves the lease agreement with the CO-OP;

AND BE IT FURTHER RESOLVED that the Board of Governors authorizes Michael Goldbloom, Principal and Vice Chancellor, and Trygve Ugland, Secretary General and Vice-Principal Government Relations and Planning, to co-sign the lease agreement with the CO-OP.

Moved by: Mr. Brian Levitt

Seconded by: Ms. Nadia Martel

Motion carried.

ITEM 9: MEMO LAND ACKNOWLEDGEMENT

The Secretary General & Vice-Principal Government Relations and Planning, Dr. Trygve Ugland presented the memo. At the 600th meeting of Senate on February 11, 2019, a resolution was adopted calling upon the University to place formal Abenaki land

acknowledgement on the front page of the University website and in a prominent place on campus.

Dr. Bruce Gilbert and Principal Goldbloom were mandated to consult with the leaders of the Abenaki community concerning the wording of the land acknowledgement and report back to Senate and the Board. The land acknowledgment will be presented in Abenaki, English and French.

On March 23, 2019, Dr. Gilbert and Principal Goldbloom met with Chief Richard O'Bomsawin, Chief of the Abenaki Band Council of Odanak, and the following wording was proposed: *"Bishop's University is proudly located on the traditional territory of the Abenaki people"*. Senators were informed about the wording of the land acknowledgement at the 602nd meeting of Senate on April 15, 2019.

RESOLUTION 2018-9-05
FOR THE APPROVAL OF
LAND ACKNOWLEDGEMENT

WHEREAS a resolution to place a formal Abenaki land acknowledgement on the front page of the University website and in a prominent place on campus was passed by Senate at its 600th meeting on February 11, 2019;

AND WHEREAS the Principal and Dr. Bruce Gilbert discussed the Land Acknowledgement with the Chief of the Abenaki Band Council of Odanak, Chief Richard O'Bomsawin, on March 23, 2019;

BE IT RESOLVED that Bishop's University place the following formal land acknowledgement, in Abenaki, English and French, on the front page of its website and in a prominent place on the university campus:

"Bishop's University is proudly located on the traditional territory of the Abenaki people".

Moved by: Ms. Jane Brydges

Seconded by: Mr. Michel Marleau

Motion carried.

ITEM 10: PROFESSIONAL LIABILITY COVERAGE

The Vice-Principal of Finance and Administration, Ms. Isabelle Goyette, explained that the Order of Architects requires that members prove they have insurance coverage from their employer in order to waive obligatory adhesion to the Order of Architects' Professional

Liability Insurance. The Order has requested that the appended resolution be signed by the Secretary General.

RESOLUTION 2018-9-06
FOR THE APPROVAL OF AND AUTHORIZATION TO SIGN
THE PROPOSED ARCHITECT PROFESSIONAL INSURANCE LIABILITY WAIVER

WHEREAS architect Maria Ines Calvo is employed by the University as Project Coordinator in the Buildings and Grounds' department;

AND WHEREAS the University has professional liability insurance to cover its employees in the performance of their duties;

BE IT RESOLVED the Secretary General is authorized to sign the attached waiver.

Moved by: Dr. Pierre Cossette

Seconded by: Ms. Tova White

Motion carried.

ITEM 11: REPORT OF THE SRC PRESIDENT

The SRC President, Ms. Alexandra Medalsy, presented her report. She said that the SRC Executive Retreat was well appreciated and included both the outgoing and incoming SRC Executive as well as the SRC General Managers. The SRC has hired a Director of Communications and a Director of Events. The SRC Community Awards Night was held on April 12th, honouring outstanding achievements and commitment to students.

ITEM 12: BOARD MEETING DATES

The Secretary General, Dr. Trygve Ugland, presented the Board meeting dates for 2019-20.

Open session ended at 5:40 p.m.



Robert Hall, Chair



Trygve Ugland, Secretary

