

**BOARD OF GOVERNORS**

**DOCUMENT 2011-7-02**

JUNE 8<sup>TH</sup>, 2012  
MCGREER 100, 16H TO 17H30

AGENDA

- |     |  |  |              |         |
|-----|--|--|--------------|---------|
| 1.  | Welcome  |  | R. Gordon    | 2 mins  |
| 2.  | Approval of Agenda   | <i>Document 2011-7-02</i>  | R. Gordon    | 2 mins  |
| 3.  | Approval of minutes of the May 4 <sup>th</sup> meeting                   | <i>Document 2011-7-03, attached For approval</i>                                   | R. Gordon    | 2 mins  |
| 4.  | Business Arising – minutes of April 5 <sup>th</sup> meeting              | <i>No document</i>   | V. Meikle    | 1 min   |
| 5.  | Principal's Report   | <i>Document 2011-7-05i, attached, document 2011-7-05 to follow For information</i> | M. Goldbloom | 10 mins |
| 6.  | Academic Report  | <i>Document 2011-7-06, attached For information</i>                                | M. Childs    | 5 mins  |
| 7.  | Update by the V.P Finance and Administration                             | <i>No document For information</i>   | H. St-Amand  | 5 mins  |
| 8.  | Approval of Modifications to the Statutes of Bishop's University         | <i>Document 2011-7-08, 08i, 08ii 08iii, attached For approval</i>                  | S. Lloyd     | 15 mins |
| 9.  | Report of the Nominating Committee (Vice-Chair and members of the Board) | <i>Document 2011-7-09, attached For approval</i>                                   | R. Gordon    | 5 mins  |
| 10. | Report of the Sustainable Development and Land Use Committee             | <i>Documents 2011-7-10, 10i, 10ii, 10iii attached For approval</i>                 | D. Leyburne  | 10 mins |

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|-----|---|---|------------------------|--------|
| 11. | Report of the Human Resources Committee                 | <i>Document 2011-7-11, attached<br/>For information</i> | E. Roper               | 5 mins |
| 12. | Authorisations for Alcohol Permit                       | <i>Document 2011-7-12, attached<br/>For approval</i>    | H. St-Amand            | 5 mins |
| 13. | Centennial Theatre: authorisation to apply for a grant  | <i>Documents to follow<br/>For approval</i>             | B.-A. Bacon            | 5 mins |
| 14. | Sports Centre: approval of expenditures for maintenance | <i>Document 2011-7-14, attached<br/>For approval</i>    | H. St-Amand            | 5 mins |
| 15. | Contract with Champlain College                         | <i>Document 2011-7-15, attached<br/>For information</i> | M. Childs, H. St-Amand | 5 mins |
| 16. | Other business  |   |                        |        |
| 17. | Closed session  |   |                        |        |



BOARD OF GOVERNORS

DOCUMENT 2012-1-04

MEETING OF JUNE 8<sup>TH</sup>, 2012  
MCGREER 100, 16H

MINUTES

- Chair:* Robert Gordon
- Present:* Gesner Blenkhorn, Claude Charpentier, Michael Goldbloom, Scott Griffin, Deborah Langford, Drew Leyburne, Stephen Lloyd, Nadia Martel, Kelly Murumets, Royal Orr, Adam Peabody, William Robson, Elaine Roper, Luce Samoisette, James Sweeny
- Senior Administration:* Jackie Bailey, Michael Childs, Steve Harvey, David McBride, Hélène St-Amand
- Regrets:* Michele Murray
- Secretary:* Victoria Meikle

ITEM 1: CHAIR'S WELCOME

The Chair called the meeting to order. He suggested that the retreat session start at 9:30 rather than 9:00 in order to allow Board members to read a document summarising strategic initiatives setting out the goals of the retreat session.

ITEM 2: APPROVAL OF AGENDA

The Chair noted that Item 16, endorsement of an application to *Emploi Québec* for funding for the Strategic Diagnosis of Ancillary Services had been added to the agenda at the request of the Vice-Principal Finance and Administration.

**The Agenda was approved with the addition noted.**

ITEM 3: MINUTES OF THE MARCH 23, 2012 AND APRIL 5, 2012 MEETINGS OF THE BOARD OF GOVERNORS

Stephen Lloyd moved approval of the minutes of the May 4<sup>th</sup>, 2012 meeting. The minutes were approved as distributed.

**ITEM 4: BUSINESS ARISING**

There was no Business Arising.

**ITEM 5: PRINCIPAL'S REPORT**

*Mobilisation étudiante*

The Principal spoke to the implications for Bishop's University of the *Loi 12*, which suspended the winter session at the Quebec Cégeps where students had not completed their sessions by the end of June. The law provided that the suspended sessions would be resumed between mid-August, and completed by the end of September.

The legislation also imposed an obligation on Quebec universities to accommodate students who would not have completed Cégep until the end of September 2012. In Bishop's case, 12 candidates had been admitted across a range of programs from Cégeps where sessions would not be completed until the end of September.

The challenge in accommodating these students was twofold: there weren't a sufficient number of them in any one program to warrant a second session beginning in October, and none of the students was from the region, so starting University part-time while finishing a Cégep program would not be an option.

From the University's perspective, the best option would be to allow the students to complete their *Diplôme d'études collégiales* by taking the appropriate courses at Bishop's and having their Cégep credit them toward the D.E.C., but the Cégeps had not agreed to such a procedure. Luce Samoisette suggested that the *Université de Sherbrooke* could assist in finding solutions.

**ITEM 6: ACADEMIC REPORT**

The Vice-Principal Academic, Dr. Michael Childs, provided an overview of his report, Document 2011-7-06.

*Recruitment – Director of Enrolment Management and Dean of the Williams School of Business*

Dr. Childs reported that the Search Committee would meet with three strong candidates for the position of Director of Enrolment Management on June 19<sup>th</sup>, 2012.

The Selection Committee charged with finding a new Dean of the Williams School of Business had met for the first time on June 7<sup>th</sup>, 2012. The Vice-Principal Academic did not expect that a successor to Steve Harvey would be in place before January 1<sup>st</sup>, 2013.

In the interim, the Principal had appointed Dr. Calin Valsan as Acting Dean of the Williams School of Business. Dr. Valsan is a Professor of Finance, with degrees from the University of Bucharest and Virginia Polytechnic. He has been the lead on the Williams School's accreditation process in recent years.

### *Student Recruitment*

Dr. Childs reported that the 'will attends' for fall 2012 were running slightly higher than at the same date in 2011. He cautioned that a number of these individuals would have accepted an offer of admission before student protests had reached their height, and that some might be dissuaded from attending as a result of the unrest.

### **ITEM 7: UPDATE, VICE-PRINCIPAL FINANCE AND ADMINISTRATION**

The Vice-Principal Finance and Administration reported that the books had closed as of April 30<sup>th</sup>, 2012 for the 2011-12 fiscal year, and that the University was on track to meet its deficit target under the ten-year plan of \$428,000.

### **ITEM 8: AMENDMENTS TO THE STATUTES OF BISHOP'S UNIVERSITY**

In June of 2011, the Governance and Ethics Committee undertook a review of the Statutes of Bishop's University to ensure that they were operating effectively, as required by resolution of the former Corporation of Bishop's University dated May 15<sup>th</sup>, 2010.

Notice of the text of proposed amendments to the Statutes had been given to Governors on April 9<sup>th</sup>, 2012, as required under Section 12 of Division I of the Statutes.

Stephen Lloyd, Chair of the Governance and Ethics Committee, introduced a motion to approve the amendments to the Statutes proposed in Appendix I to document 2011-7-08, with one exception: the paragraph following s. 5.1.5.4 of the Statutes, which limits the number of faculty members and students who can sit simultaneously on Senate and on the Board of Governors, would be retained in the Statutes, rather than eliminated as proposed. Kelly Murumets seconded the motion.

**The motion carried, none opposed, no abstentions.**

During the course of discussion, it was noted that the proposed amendments to the Statutes were discussed at a meeting of Faculty Council. Faculty had moved the rejection of the merger of the Sustainable Development and Land Use Committees and the Building Committee. The guarantee of representation for faculty on the Building Committee contained in section 24.00 of the collective agreement with faculty was cited in connection with this motion.

The Chair of the Governance and Ethics Committee responded that, in recommending the merger of the Sustainable Development and Land Use and Building Committees, the Governance and Ethics Committee had been guided by what it understood to be the best interests of the University.

The issue of the role of the President of the *Association des professeurs de Bishop's University* (A.P.B.U.) vis-à-vis the Board of Governors was raised in discussion. It was suggested that it might be beneficial for the President of the A.P.B.U. to sit at the Board table in

order to provide Governors with advice as to the impact of their decisions on the collective agreement.

A range of views on this suggestion were expressed by Governors. The importance of the tradition of collective bargaining at Bishop's, and of the principle that members of the Board must act in the best interests of the institution as a whole, were both stressed.

At the conclusion of this discussion, the Chair asked that the matter be minuted, and that these views be taken under advisement.

**ITEM 9: REPORT OF THE NOMINATING COMMITTEE**

Scott Griffin moved approval by the Board of Governors of the recommendations of the Nominating Committee contained in Document 2011-7-09:

- ♦ That Claude Charpentier, Robert Gordon, Drew Leyburne and Luce Samoissette be reappointed to the Board of Governors for three year terms ending on June 30<sup>th</sup>, 2015.
- ♦ That Paul Gallina and Adam Peabody be appointed to the Board of Governors for one-year terms ending on June 30<sup>th</sup>, 2013.

Michael Goldbloom seconded the motion.

**The motion carried.**

**RESOLUTION 2011-7-02  
APPOINTING TWO NEW GOVERNORS  
AND REAPPOINTING FOUR GOVERNORS**

WHEREAS the Nominating Committee of the Corporation of Bishop's University has recommended the reappointment of External Governors for the terms set out below;

AND WHEREAS the Nominating Committee recommends the internal Governor nominated by the Students' Representative Council,

AND WHEREAS the Nominating Committee recommends the internal Governors nominated by Faculty Council,

BE IT RESOLVED THAT the following individuals be appointed to the Board of Governors of Bishop's University to serve terms beginning on July 1<sup>st</sup>, 2012 and ending on June 30<sup>th</sup> of the year indicated below:

<b>Governor</b>	<b>Term ending</b>	<b>Nominated by</b>
Claude Charpentier	2015	Faculty Council
Paul Gallina	2013	Faculty Council
Robert Gordon	2015	Nominating Committee
Drew Leyburne	2015	Nominating Committee
Luce Samoissette	2015	Nominating Committee

AND BE IT FURTHER RESOLVED THAT Adam Peabody be appointed to the Board of Governors of Bishop's University for a one-year term beginning immediately and ending on June 30th, 2013.

Moved by: Scott Griffin

Seconded by: Michael Goldbloom

The Chancellor then moved that the Board of Governors approve the recommendation of the Nominating Committee that Stephen Lloyd be appointed Vice-Chair of the Board of Governors under s. 1.4 of Division I of the Statutes. Kelly Murumets seconded the motion.

**The motion carried.**

**RESOLUTION 2011-7-03  
FOR THE APPOINTMENT OF A VICE-CHAIR  
OF THE BOARD OF GOVERNORS**

WHEREAS section 1.4 of Division I of the Statutes of Bishop's University provides that the Vice-Chair of the Board of Governors "shall, upon the recommendation of the Nominating Committee, be elected from among the External Governors" to serve in such capacity for a one-year term.

AND WHEREAS the Nominating Committee has recommended to the Board of Governors that M<sup>c</sup> Stephen Lloyd be appointed Vice-Chair of the Board for a one-year term, to expire on June 30<sup>th</sup>, 2013.

Be it resolved that Stephen Lloyd be appointed Vice-Chair of the Board of Governors of Bishop's University for a one-year term, to expire on June 30<sup>th</sup>, 2013.

Moved by: Scott Griffin

Seconded by: Kelly Murumets

**ITEM 10: REPORT OF THE SUSTAINABLE DEVELOPMENT AND LAND USE COMMITTEE**

Drew Leyburne, Chair of the Sustainable Development and Land Use Committee, introduced documents 2011-7-10, 10i and 10iii:

- ♦ the 2009 Sustainable Development Action Plan;
- ♦ the Committee's update on progress since 2009;
- ♦ the Annual Report of the Committee on priorities going forward.

After some discussion, it was determined that the appropriate action to take would be for the Board to receive the report, so as to allow the administration to respond to suggestions made in it. It was noted during discussion that some of the recommendations involved stakeholders who are outside the purview of the Board's oversight. It was also noted that Bishop's University participates in the work of a consortium of educational institutions discussing mechanisms for increasing the treatment of issues of sustainability in the curriculum.

Drew Leyburne moved receipt of the Report of the Sustainable Development and Land Use Committee; James Sweeny seconded the motion.

**The motion carried.**

Vice-Chair Stephen Lloyd congratulated Mr. Leyburne on the work of the Committee. Mr. Leyburne recognised the key contribution of Michel Caron in advancing sustainability on campus.

**RESOLUTION 2011-7-07  
APPROVING THE RECEIPT BY THE BOARD OF GOVERNORS  
OF THE 2012 SUSTAINABLE DEVELOPMENT REPORT**

WHEREAS sustainable development was enshrined as a guiding principle of the University's governance, through Bishop's signing of the *Talloires Declaration* in May 2010;

AND WHEREAS the University recently adopted a new Statement of Values which identified the Sustainability as a core tenet: "we value principles of sustainability and seek to integrate them into our academic programs and our individual and institutional activities."

AND WHEREAS Bishop's University sustainable development intern Amanda Hamel performed a 'sustainability audit' of the University in 2011, which identified the University's relative strengths and weaknesses with regard to sustainability;

AND WHEREAS this sustainability audit was structured so as to provide trackable performance metrics for University sustainability;

AND WHEREAS the results of this sustainability audit, and subsequent SDLU analysis, were used to develop a Sustainable Development Report, which makes targeted suggestions spanning across the University community;



AND WHEREAS the Bishop's University Executive Committee of Corporation endorsed a similar Sustainable Development Report in 2009 which, even with strong progress since, now requires updating in a spirit of continuous improvement;

BE IT RESOLVED THAT the Board of Governors accept the Sustainable Development Report of 2012.

Moved by: Drew Leyburne

Seconded by: James Sweeny

**ITEM 11: REPORT OF THE HUMAN RESOURCES COMMITTEE**

Elaine Roper, Chair of the Human Resources Committee, invited questions on Document 2011-7-11, the report of the Human Resources Committee.

Michael Childs reported that members of the Pension Parity Committee were working to finalise a Memorandum of Agreement on the changes to the pension plan, which would then be submitted to the members of the Association for ratification.

**ITEM 12: REPRESENTATION FOR ALCOHOL PERMITS**

The Vice-Principal Finance and Administration introduced Document 2011-7-12, explaining that information held by the *Régie des alcools, des courses et des jeux du Québec* on the University's representative for alcohol permits needed to be updated.

William Robson moved that the Vice-Principal be designated University representative, and James Sweeny seconded the motion.

**The motion carried.**

**RESOLUTION 2011-7-04**

TO UPDATE THE UNIVERSITY'S REPRESENTATIVE  
FOR ALCOHOL PERMITS

WHEREAS the Bishop's University Alcohol Policy specifies in its guidelines that the Vice-Principal Finance and Administration is the designated person responsible for alcohol permits and alcohol use on campus and the designated representative of the University to the *Régie des alcools, des courses et des jeux du Québec* for all matters concerning alcohol use at Bishop's University (section 3.2);

AND WHEREAS Ms Hélène St-Amand was appointed Vice-Principal Finance and Administration in October of 2009;

BE IT RESOLVED THAT Hélène St-Amand, Vice-Principal Finance and Administration, be authorized to act on behalf of Bishop's University in all matters of liquor licences and bar permits with respect to *La régie des alcools, des courses et des jeux du*

Québec, until such time as this resolution is repealed, and that Ms Deborah Langford, Director of Residences and Conferences, be authorized to deal with *La régie des alcools, des courses et des jeux du Québec* in the absence of Ms St-Amand.

This motion repeals all previous resolutions with respect to *La régie des alcools, des courses et des jeux du Québec*.

Moved by: William Robson

Seconded by: James Sweeny

**ITEM 13: CENTENNIAL THEATRE GRANT**

Dean of Arts and Science Benoit-Antoine Bacon asked the Board of Governors to approve an application for a grant for Centennial Theatre of \$55,000 a year for three years from the *Programme d'aide au financement* of the *Ministère de la Culture des Communications et de la Condition féminine*. He further asked that Luce Couture be authorised to sign the application for the grant.

William Robson moved approval of the application and authorisation for Luce Couture to sign relevant documents; Gesner Blenkhorn seconded the motion.

**The motion carried.**

**RESOLUTION 2011-7-05**

TO AUTHORISE THE DIRECTOR OF CENTENNIAL THEATRE  
TO APPLY TO THE *PROGRAMME D'AIDE AU FINANCEMENT*  
OF THE *MINISTÈRE DE LA CULTURE, DES COMMUNICATIONS ET DE LA CONDITION FÉMININE*  
FOR FUNDING

WHEREAS the Director of Centennial Theatre, Luce Couture, has indicated that she intends to reapply to the *Programme d'aide au financement* of the *Ministère de la Culture, des Communications et de la Condition féminine* for an operating grant for Centennial Theatre in the amount of \$55,000 a year for three years;

BE IT RESOLVED THAT the Board of Governors of Bishop's University authorizes the application by the Theatre for said grant, and further authorizes Luce Couture, Director of Centennial Theatre, to sign the application.

Moved by: William Robson

Seconded by: Gesner Blenkhorn

**ITEM 14: SPORTS CENTRE ENDORSEMENT**

The Vice-Principal Finance and Administration introduced Document 2011-7-14 setting out the request from the *ministère des Affaires municipales, des Régions et de l'Occupation du territoire* for a Board resolution for a Board resolution endorsing the Sports Centre project and reiterating the University's commitment fund a portion of the costs and to assume the ongoing operating costs of the Centre. This resolution was requested in order to facilitate the administration of the grants for the Sports Centre.

After some discussion of the language of the document, it was decided that resolution would be amended to include only the first element of the three included in the draft, and that a letter to the MELS from the University undertaking to assume the ongoing operating costs of the Sports Centre would be appended to the resolution.

**RESOLUTION 2011-7-06**

FOR THE ENDORSEMENT OF THE SPORTS CENTRE PROJECT

WHEREAS in May of 2009 the Executive Committee of the Corporation of Bishop's University approved the submission of a \$29.5M Sports and Wellness Centre project under the Federal Infrastructure Program;

AND WHEREAS the University was notified of the Federal Government's approval in principle of the project in November of 2009 and of the Quebec Government's contribution in March of 2010;

AND WHEREAS a *Protocole d'entente* with the MAMROT was signed in July of 2011 providing that the Federal and Quebec governments will together provide \$26.5M or 90% of the funding for the project;

AND WHEREAS the University will contribute \$3M to the project;

BE IT RESOLVED THAT the Board of Governors of Bishop's University endorse the Sports and Wellness Centre Project covered by the *Protocole d'entente* with the MAMROT which was signed in July of 2011.

Moved by: Stephen Lloyd

Seconded by: Kelly Murumets

**The motion carried.**

**ITEM 15 CONTRACTS WITH CHAMPLAIN COLLEGE**

The Vice-Principal Academic updated the Board on discussions with Champlain College aimed at achieving a sharing of costs that better reflects the real costs to the University for the facilities used by the College and students. The University and the Cégep have two

agreements, one for the use of space and one for services provided to the Cégep and their students. Bishop's is paid directly by the *ministère de l'Éducation, du Loisir et du Sport* for space used by the Cégep. Most of the opportunities for better sharing costs relate to the services agreement.

The Vice-Principal undertook to bring the contract back to the Board of Governors for approval once finalised.

**ITEM 16 REQUEST FOR FUNDING FROM *EMPLOI QUÉBEC***

The Vice-Principal Finance and Administration asked for the endorsement of the Board of Governors for an application to *Emploi Québec* for funding to defray a portion of the costs of the Ancillary Services Diagnostic the University was undertaking with Raymond Chabot Grant Thornton. Nadia Martel moved the endorsement and Deborah Langford seconded the motion.

**The motion carried.**

**RESOLUTION 2011-7-08**

TO AUTHORISE THE SIGNATURE OF DOCUMENTS  
REQUIRE FOR *EMPLOI QUÉBEC*  
TO FUND A STRATEGIC DIAGNOSIS OF ANCILLARY SERVICES

WHEREAS the University will undertake a diagnosis of opportunities to generate additional revenues from ancillary services for which financial assistance may be available from *Emploi Québec*;

BE IT RESOLVED THAT the Board of Governors of Bishop's University authorizes Hélène St-Amand, Vice-Principal Finance and Administration, to sign the agreement with *Emploi Québec* for financial assistance and any other related documents for the "Strategic Diagnosis of Ancillary Services" project and all other projects that may be identified following this diagnosis and that may be eligible for financial assistance from *Emploi Québec*.

Moved by: Nadia Martel

Seconded by: Deborah Langford

**ITEM 17 ADJOURNMENT OF THE OPEN SESSION**

There being no further business, the open session of the Board of Governors adjourned at 5:45 p.m.



Robert Gordon, Chair



Victoria Meikle, Secretary