

JUNE 14TH, 2013
MCGREER 100, 16H TO 18H

DRAFT AGENDA

1.	Welcome		R. Gordon	2 mins
2.	Approval of Agenda	<i>Document 2012-08-02</i>	R. Gordon	2 mins
3.	Approval of minutes of the May 10 th meeting	<i>Document 2012-08-03, attached For approval</i>	R. Gordon	2 mins
4.	Business Arising	<i>No document</i>		
5.	Principal's Report	<i>Document 2012-08-05, attached For information</i>	M. Goldbloom	10 mins
6.	Academic Report	<i>Document 2012-08-06, attached For information</i>	M. Childs	10 mins
7.	Update by the V.P Finance and Administration	<i>No document For information</i>	H. St-Amand	10 mins
8.	Report of the V.P. Finance and Administration on 2013-14 Capital Budget	<i>Document 2012-08-08, (Section 9) For approval</i>	H. St-Amand	20 mins
9.	Authorisation for Alcohol Permit	<i>Document 2012-08-09, attached For approval</i>	H. St-Amand	5 mins
10.	Sodexo contract extension	<i>Document 2012-08-10, For approval</i>	H. St-Amand	5 mins

11. Information items
 - a) Report of the Sustainable Development Committee *Document 2012-08-11i*
For information N. Martel 15 mins
12. Ad Hoc Committee for the selection of the Dean of Arts and Sciences *Document 2012-08-12*
For approval M. Goldbloom 10 mins
13. Other business
14. Closed session



BOARD OF GOVERNORS

DOCUMENT 2013-2-04

JUNE 14TH, 2013
MCGREER 100, 4:00 P.M.

MINUTES

- Chair:* Robert Gordon
- Present:* Gesner Blenkhorn, Elaine Roper, Michael Goldbloom, Kim Huet, Deborah Langford, Stephen Lloyd, Nadia Martel, Michele Murray, Royal Orr, James Sweeny
- Regrets:* Claude Charpentier, Paul Gallina, Scott Griffin, Luce Samoissette
- Senior Administration:* Nick Andrews, Jackie Bailey, Catherine Beauchamp, Michael Childs, Scott Duguay, Bruno Gnassi, Brigitte Quintal, Hélène St-Amand
- Secretary:* Victoria Meikle

ITEM 1: CHAIR'S WELCOME

The Chair welcomed Governors and called the meeting to order at 4:08 p.m.

Dr. Gordon reported that Kelly Murumets had retired from the Board, but would remain engaged with Bishop's University in other ways.

The Secretary General reported that the Councils had met to elect members to the Board. Claire Grogan had been elected by faculty, Deborah Langford by managers and James Sweeny by staff, all for three-year terms beginning July 1st, 2013.

ITEM 2: APPROVAL OF AGENDA

The agenda was amended to add Item 12: Ad Hoc Committee for the selection of a Dean of Arts and Science.

Gesner Blenkhorn moved approval of the agenda as amended, and James Sweeny seconded the motion.

The motion carried.

ITEM 3: APPROVAL OF MINUTES

Nadia Martel moved approval of the minutes of the May 10th, 2013 meeting of the Board of Governors, and Michele Murray seconded the motion.

The motion carried.

ITEM 4: BUSINESS ARISING

There was no Business Arising.

ITEM 5: THE PRINCIPAL'S REPORT

The Principal spoke to Document 2012-8-05, updating Governors on developments since the Report was distributed.

Dr. Jamie Crooks had agreed to take on the position of Interim Vice-Principal Academic until a new Vice-Principal was appointed to.

The Board of the CREPUQ, made up of the rectors and principals of Quebec universities, had met to consider the future of the organisation. There was a consensus that the CREPUQ would no longer play an advocacy role. Over the course of the summer, a working group would consider the transition to a service organisation, that would, among other things, act as convener of various groups of university administrators who benefit from the exchange of information and ad hoc collaborations.

ITEM 6: ACADEMIC REPORT

Data on applications and acceptances available as of June 14th indicated that the entering class would be smaller than in 2011 and 2012, though it was not clear how much smaller. Based on trends as of June, Vice-Principal Michael Childs expected that we would meet our enrolment assumption for budgeting purposes of 2420 full-time students.

Ontario presented a recruitment challenge for Bishop's for Fall 2013: applications were down significantly, with the result that the number of Ontario candidates indicating an intention to attend had dropped significantly from Fall 2012.

Scott Duguay, Director of Enrolment Management, outlined the steps Bishop's would take to meet the challenge in Ontario:

- we will identify the reasons for the decrease – the tuition rebate offered by the government of Ontario to students who register in-province and whose families are within a certain income bracket is probably one reason, but may not be the entire explanation;
- we will get additional help with high school recruitment and yield activities from two former recruiters living in Toronto;
- we are now part of the Atlantic Association of Registrars and Admissions Officers tour, which attracts students thinking of leaving Ontario;
- we are inviting Ontario guidance counsellors to Bishop's;
- we will bring our web sites up to date.

It was suggested that the recruitment office use the 20 young alumni who are part of the JUMP program in Toronto to support recruitment.

The Vice-Principal agreed to a request to make papers prepared for the learneds available.

ITEM 7: UPDATE, 2012-13 FINANCIAL PERFORMANCE

Hélène St-Amand, Vice-Principal Finance and Administration, reported that the Business Office was finalising financial statements for 2012-13. The last forecast provided to the Board had indicated a deficit of \$993,000. A preliminary assessment of actual results as of April 30th, 2013 indicated that we would be much closer to meeting MESRST expectation of a maximum deficit of \$600,000.

ITEM 8: REPORT ON THE 2013-14 CAPITAL PLAN AND BUDGET

Ms St-Amand reviewed Document 2012-8-08 setting out plans for capital improvements for the period from 2013 to 2018. She identified the \$23M in projects that the University proposes to undertake during the 2013-14 fiscal year, which required Board approval, and reviewed the risks and opportunities associated with them.

Any contracts for more than \$500,000 would subsequently be brought to the Board for approval over the course of the year, and information would be provided on projects over \$300,000

James Sweeny moved approval of the capital budget for 2013-14, and Nadia Martel seconded the motion.

The motion carried, none opposed, no abstentions.

During the course of discussion, Ms St-Amand indicated that a business plan for residences was under development.

RESOLUTION 2012-8-0X
TO APPROVE THE 2013-14 CAPITAL BUDGET

WHEREAS provincial funding from the *Plan quinquennal des investissements universitaires* totaling \$9.9 million has been confirmed and is available for 2013-14 and an additional \$6.8 million is expected, consisting of the following annual allocations:

PQI 2007-08 envelope – balance remaining	\$ 491,147
PQI 2008-09 envelope – balance remaining	\$3,098,560
PQI 2009-10 envelope – balance remaining	\$ 670,433
PQI 2010-11 envelope – balance remaining	\$1,048,290
PQI 2011-12 envelope – balance remaining	<u>\$4,542,338</u>
Sub-total confirmed	\$9,850,768
PQI 2012-13 and 2013-14 estimates	<u>\$6,798,826</u>
	<u>\$16,644,653</u>

AND WHEREAS the funding for the Sports and Wellness Centre has been confirmed and includes \$26.5M from the FCCQ program and \$3M from the City of Sherbrooke;

AND WHEREAS the Capital Project Listing, which includes projects totaling \$80.8 million has been reviewed with the Sustainable Development Committee;

AND WHEREAS the capital projects budgeted for 2013-14 total \$23,305,540;

BE IT RESOLVED THAT THE 2013-14 Capital Plan be approved by the Board of Governors.

ITEM 9: REAPPOINTMENT OF REPRESENTATIVES FOR ALCOHOL PERMITS

Stephen Lloyd moved that H el ene St-Amand and Deborah Langford be reappointed the University’s representatives for Alcohol permits and Elaine Roper seconded the motion.

The motion carried.

RESOLUTION 2012-8-0X

**TO REAPPOINT THE UNIVERSITY'S REPRESENTATIVES
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 2009;

BE IT RESOLVED THAT Ms. 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, is also 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: Stephen Lloyd

Seconded by: Elaine Roper

ITEM 10: SODEXO CONTRACT EXTENSION

After some discussion, it was decided that this item would be deferred to the closed session for approval.

ITEM 11: REPORT OF THE SUSTAINABLE DEVELOPMENT COMMITTEE

Nadia Martel, Chair of the Sustainable Development Committee, spoke briefly to Document 2012-08-11i, the Annual Report of the Sustainable Development Committee.

The 2012-13 academic year had been a transitional one, with the merger of the Sustainable Development and Land Use Committee and the Building Committee.

The Committee had prepared a Sustainability Policy, which it would bring forward for approval over the Fall of 2013, and had established a protocol for the review of capital projects.

The final and version of the Master Plan, complete with introduction and conclusion, had not been made available to the Committee. However, no substantive differences from the plan presented in January 2012 were expected, and the earlier version was guiding planning for the campus, as well as the work of the Sustainable Development Committee.

ITEM 12: AD HOC COMMITTEE FOR THE SELECTION OF A DEAN OF ARTS AND SCIENCE

Elaine Roper moved that an Ad Hoc Committee for the Selection of a Dean of Arts and Science be struck, and Deborah Langford seconded motion.

The motion carried.

ITEM 13: OTHER BUSINESS

There was no other business.

ITEM 14: CLOSED SESSION

There being no further business for the open session, the Board of Governors moved into closed session at 5:55p.m.



Robert Gordon, Chair



Victoria Meikle, Secretary