

**BOARD OF GOVERNORS**

**DOCUMENT 2013-3-02**

NOVEMBER 22<sup>ND</sup>, 2013  
MCGREER 100, 16H TO 18H15

AGENDA

1.	Welcome		R. Gordon	5 mins
2.	Approval of Agenda	<i>Document 2013-3-02</i>	R. Gordon	2 mins
3.	Approval of minutes of the October 4 <sup>th</sup> meeting	<i>Document 2013-3-03, attached For approval</i>	R. Gordon	3 mins
4.	Business Arising			
5.	Principal's Report	<i>Document 2013-3-05, attached For information</i>	M. Goldbloom	10 mins
6.	Academic Report and presentation of data	<i>Document 2013-3-06, attached For information</i>	J. Crooks, S. Duguay	20 mins
7.	Report on NSSE and Mclean's results	<i>No document, For information</i>	S. Duguay	15 mins
8.	Finance Report			10 mins
	a. Report of the Finance Committee	<i>No document For information</i>	S. Lloyd	
	b. Report of the Vice-Principal Finance and Administration	<i>Document 2013-3-08b, 08bi, 08bii, attached For information and approval</i>	H. St-Amand	
	c. Renewal of loan agreement for	<i>Document 2013-3-08b, attached For approval</i>	H. St-Amand	
9.	Ad Hoc Committee on the sustainability of the Pension Plan	<i>Document 2013-3-09, to follow For approval</i>	M. Goldbloom, V. Meikle	10 mins
10.	<i>Charte</i>	<i>Document 2013-3-10, attached For approval</i>	M. Goldbloom	15 mins

11. Report of the Ad Hoc Oversight Committee on the Sports Centre     *Document 2013-3-11, to follow*     N. Martel/G. Blenkhorn     5 mins
12. Other business
13. Closed session

*Governors are invited to dinner at the Principal's Residence at 5 Harrold Drive at 6:30 p.m.*

*The University Singers will perform at Centennial Theatre at 8:00 p.m.*



BOARD OF GOVERNORS

DOCUMENT 2013-4-03

MEETING OF NOVEMBER 22<sup>ND</sup>, 2013  
MCGREER 100, 16H

**MINUTES**

*Chair:* Robert Gordon

*Present:* Michael Goldbloom, Claire Grogan, Robert Hall, Kim Huet, Cathy McLean, Stephen Lloyd, Nadia Martel, Royal Orr, James Sweeny

*By telephone:* Gesner Blenkhorn

*Regrets:* Kerry Hull, Claude Charpentier, Deborah Langford, Luce Samoisette

*Senior Administration:* Avril Aitken, Nick Andrews, Jackie Bailey, James Crooks, Scott Duguay, Bruno Gnassi, Michele Murray, Brigitte Quintal, Hélène St-Amand, Calin Valsan

*Secretary:* Victoria Meikle

**ITEM 1: WELCOME**

The Chair welcomed Governors to the meeting at 4:10 p.m.

Dr. Gordon advised Governors that Royal Orr had decided to step down from the Board, and would be working for the University on the Learning Commons Project as a consultant. The Chair thanked Mr. Orr for his contribution to the Board over the last three years, describing his role as that of 'conscience' for the Board, ensuring that necessary questions were asked.

**ITEM 2: APPROVAL OF AGENDA**

Nadia Martel moved approval of the agenda as distributed, and Cathy McLean seconded the motion.

**The motion carried.**

**ITEM 3: APPROVAL OF MINUTES OF THE OCTOBER 4<sup>TH</sup> MEETING**

James Sweeny moved approval of the minutes of the October 4<sup>th</sup>, 2013 meeting of the Board of Governors. Nadia seconded the motion, subject to the addition of a reference under Item 11, the Report of the Nominating Committee, to her request that Board Committees be reconstituted in the spring in order to be able to advance committee work over the summer months.

**The motion carried.**

**ITEM 4: BUSINESS ARISING**

There was no business arising.

**ITEM 5: THE PRINCIPAL'S REPORT**

The Principal reported to Governors that Claude Charpentier, a faculty member of the Board, had had a quadruple bypass the week prior to the Board meeting, and was at home and recovering well.

***Learning Commons***

A consultation on the Learning Commons project within the broader Bishop's community was scheduled for November 28<sup>th</sup>.

In parallel, the Principal had sought advice from Bishop's grads with a connection to the federal government on approaching it for funding. The project will be presented first to Minister Duchesne, *ministre de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie* in Quebec, and then to the federal government.

***CREPUQ***

The evolution of the *Conférence des Recteurs et des Principaux des Universités du Québec* (CREPUQ) into the *Bureau de coopération internuniversitaire* (BCI) would likely mean, from a Bishop's perspective, equivalent cost for less service. Nonetheless, it remains preferable to participate in this streamlined organisation than to have no membership organisation at all.

*Gesner Blenkhorn joined the meeting at this point.*



### *Varsity Sports*

The Principal announced that Head football Coach Kevin Mackey had won the CIS coach of the Year award, and Bishop's quarterback Jordan Heather had been named player-of-the-year. The player-of-the-year award was the first in Bishop's history, and only the third for a Quebec University.

The Principal congratulated Dr. Jackie Bailey, Dean of Student Affairs, for the progress the football team had made, noting that a change in leadership had promoted a change in culture and conduct. Head Coach Mackey had stressed the importance of academic performance with players and Brent Bailey had proven himself to be an outstanding offensive coordinator.

The Principal noted that quarterback Jordan Heather had accepted the HEC Creighton Award in French and English and with generosity and ease.

Brian Breckles, Director of Athletics, is preparing a report on Varsity Sport and its role in the University, with recommendations for a program that is sustainable and successful in the long term.

Luce Samoisette, *rectrice* of the *Université de Sherbrooke*, and Principal Goldbloom will collaborate to raise the profile of women's soccer.

### *Sherbrooke Airport*

Along with the *Université de Sherbrooke* and a range of local organisations and businesses, Bishop's University has expressed its support for the reopening of the Sherbrooke Airport to commercial traffic. The main stumbling block as of the date of the Board meeting was the need for the federal government to assume the costs of security.

### *Planning process*

The University's strategic priorities will be discussed at the January 24<sup>th</sup> meeting of the Board.

### **ITEM 6: PRESENTATION OF DATA ON ENROLMENT**

Scott Duguay, Director of Enrolment Management, reported on Fall 2013 enrolment.

Ontario remains a challenge in that applications have been dropping since 2012. Registrations by candidates from Ontario held in Fall 2012 but they dropped in 2013. Despite these challenges, we hit our enrolment target for Fall 2013.

*Gesner Blenkhorn left the meeting at this point.*

Applications for Fall 2014 were tracking to Bishop's best year, 2012-13. Offers to prospective students for Fall 2014 would be made as of November 2013, somewhat ahead

of previous years. The Recruitment Office had put additional resources into Ontario, and had planned a series of activities to attract Champlain students.

Funds had been made available to faculty to organise activities for students aimed at increasing retention.

**ITEM 7: NSSE AND MACLEAN'S RESULT**

Scott Duguay gave an overview of the results of the Maclean's ranking and the 2013 National Survey of Student Engagement (NSSE), pointing to areas where Bishop's could improve performance.

Mr. Duguay noted that Bishop's NSSE results are the second best overall in Canada, behind the small private university Quest. We ranked no lower than 9<sup>th</sup> out of the 69 participating Canadian universities in any of the four broad categories into which survey results are grouped:

- ♦ Academic challenge
- ♦ Learning with peers
- ♦ Experiences with faculty
- ♦ Campus environment

The University administration will review the steps, if any, that should be taken to improve performance in these rankings.

**ITEM 8: FINANCE REPORT**

***a. Report of the finance committee***

Stephen Lloyd, Chair of the Finance Committee, praised V.P. Finance and Administration Hélène St-Amand and Director of Finance Isabelle Goyette for continuing improvements in financial reporting and enhanced predictability of the financial results.

He noted that the reported surplus for 2012-13 is a one-time event.

***b. S. 211 election for GST and QST***

Following a review by the Business Office and external consultants, the Vice-Principal Finance and Administration recommended a 'Section 211 election' under the Tax Act, crystallising savings of \$600,000.

Robert Hall moved approval of the election and Stephen Lloyd seconded the motion.

**The motion carried.**



RESOLUTION 2013-3-02  
APPROVING A S. 211 ELECTION  
FOR GST AND QST

WHEREAS the Finance Committee has reviewed and discussed the details of the Section 211 Election;

WHEREAS the documentation to be submitted to *Revenu Québec* has been prepared by Deloitte based on information provided by the University and reviewed with the University;

AND WHEREAS the form "Election or Revocation of the Election by a Public Service Body to Have an Exempt Supply of Real Property (an Immovable) Treated as a Taxable Supply" must be signed by a representative of the University authorized to make the election in question;

The Board of Governors authorizes Hélène St-Amand, Vice-Principal Finance and Administration, to sign the election form required by *Revenu Québec*, as well as the form "Power of Attorney, Authorization to Communicate Information, or Revocation" which will grant authorization to Deloitte representatives to consult directly with *Revenu Québec*.

Moved by: Robert Hall

Seconded by: Stephen Lloyd

*c. Renewal of loan agreement for Centennial Theatre renovations*

RESOLUTION 2013-3-03  
FOR THE RENEWAL OF A LOAN AGREEMENT  
FOR CENTENNIAL THEATRE RENOVATIONS

WHEREAS the University loan for the renovation of Centennial Theatre, serviced by the *Ministère de la Culture, des Communications* (MCC), matured in May 2013 and must be renewed;

WHEREAS the MCC must approve all loan renewal terms;

AND WHEREAS the Royal Bank of Canada has provided proposed renewal terms that are in line with the MCC's requirements;

The Board of Governors authorizes Michael Goldbloom, Principal and Vice-Chancellor, and Hélène St-Amand, Vice-Principal Finance and Administration to co-sign any and all documents required to complete this transaction.

Moved by: Brian Levitt

Seconded by: Cathy McLean

**The motion carried.**

**ITEM 9: AD HOC COMMITTEE ON THE SUSTAINABILITY OF THE PENSION PLAN**

The Principal spoke to the risk that the Pension Plan for Full-Time Employees continues to present to the University in relation to its ability to continue to balance the operating budget.

In connection with the process of identifying strategic priorities and ensuring financial sustainability, he proposed the creation of an Ad Hoc Committee of the Board on the Sustainability of the Pension Plan. In a context in which the terms of the Pension Plan are negotiated with the APBU, the mandate of the Committee is to ensure that a range of potential solutions to funding challenges are canvassed, and that discussion in the Bishop's community is as informed as possible.

Dr. Virginia Stroehrer, President of APBU, asked whether the Board would consider appointing an APBU representative to the Committee. It was suggested that the composition of the Committee go forward for approval as proposed by the Principal, and that the Committee be advised of the Dr. Stroehrer's suggestion.

Michael Goldbloom moved approval of the mandate and composition of the Ad Hoc Committee on the Sustainability of the Pension Plan for Full-Time Employees and James Sweeny seconded the motion.

**The motion carried.**

**RESOLUTION 2013-3-04  
FOR THE ESTABLISHMENT OF AN AD HOC COMMITTEE  
ON THE SUSTAINABILITY OF THE  
PENSION PLAN FOR FULL-TIME EMPLOYEES**

WHEREAS the Statutes of Bishop's University provide in section 3.1 of Division I that the Board may of its own motion create such ad hoc committees and delegate to them such powers as it may deem appropriate;

AND WHEREAS the Principal has recommended the establishment of an Ad Hoc Committee to work with outside advisors to generate options for putting the Pension Plan for Full-Time Employees on a sustainable footing;

AND WHEREAS the mandate of the Ad Hoc Committee is to:



- ◆ obtain expert advice on current funding levels for the Pension Plan for Full-Time Employees of Bishop's University and the outlook for funding requirements going forward;
- ◆ obtain expert advice on steps taken by other universities, institutions and organizations to meet the funding challenge faced by defined benefit pension plans and the relevance of these steps for Bishop's Pension Plan for Full-Time Employees;
- ◆ examine current and foreseeable contribution levels:
  - in terms of their impact on the net income of plan members;
  - in comparison with contribution levels at peer institutions;
  - as a component of total compensation for members of the Plan; and
  - in terms of their impact on the University's operating budget;
- ◆ report back to the Board of Governors on May 10<sup>th</sup> 2014 on options to put the Pension Plan on a sustainable footing, while respecting the financial resources of both the University and the members themselves, equity between active and retired members and long term intergenerational equity.

AND WHEREAS Michael Doherty, Claire Grogan, Brian Levitt and Luce Samoissette have agreed to serve on the Ad Hoc Committee;

BE IT RESOLVED THAT the Board of Governors approves the creation of an Ad Hoc Committee on the Sustainability of the Pension Plan, with the above mandate.

Moved by: Michael Goldbloom

Seconded by: James Sweeny

**ITEM 10: CHARTE AFFIRMANT LES VALEURS DE LAÏCITÉ ET DE NEUTRALITÉ ...**

The Principal reported that Bill 60, legislation proposing a *Charte affirmant les valeurs de laïcité et de neutralité religieuse de l'État d'égalité entre les femmes et les hommes et encadrant les demandes d'accommodement*, had been introduced in the National Assembly. Public hearings on the Bill were scheduled to begin on January 14<sup>th</sup>, with submissions requested by December 20<sup>th</sup>, 2013.

The Board had given the Principal a broad brief to work with other public institutions in Sherbrooke to develop a common message, the Principal proposed to continue to pursue it.

**ITEM 11: REPORT OF THE AD HOC OVERSIGHT COMMITTEE ON THE SPORTS CENTRE**

Nadia Martel reported that the Ad Hoc Oversight Committee on the Sports Centre was meeting regularly, and asked the Vice-Principal Finance and Administration to provide details of the Committee's last meeting.

Hélène St-Amand reported that construction of the Sports Centre was on budget, on time and on spec. At the time of the Board meeting, contractors were focused on closing the building in order to continue work indoors over the winter months. An additional fundraising effort would have to be made in order to equip the building.

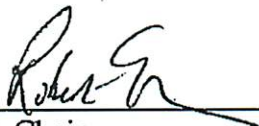
In closing, the Vice-Principal indicated that she would arrange for a visit to the Sports Centre construction site in conjunction with a Board meeting, and that the *Ministère du Transport du Québec* would be asked to present to the Board on the latest plans for the extension of the 410 highway.

**ITEM 12: OTHER BUSINESS**

There was no Other Business

**ITEM 13: CLOSED SESSION**

There being no further business, Nadia Martel moved adjournment in order to proceed to the Closed Session of the Board at 5:53 p.m., and Kim Huet seconded the motion.



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Robert Gordon, Chair



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Victoria Meikle, Secretary