

BOARD OF GOVERNORS

DOCUMENT 2014-2-02

NOVEMBER 7TH 2014
MCGREER 100 AND BY TELECONFERENCE
4:00 P.M. TO 5:30 P.M.

AGENDA

- | | | | | |
|-----|--|---|---------------------|---------|
| 1. | Welcome | | R. Hall | 5 mins |
| 2. | Approval of Agenda | <i>Document 2014-2-02</i> | R. Hall | 2 mins |
| 3. | Approval of minutes of the July 11 th and September 26 th meetings | <i>Documents 2014-2-03A, 03B, attached
For approval</i> | R. Hall | 3 mins |
| 4. | Business Arising | | | |
| 5. | Principal's Report | <i>Document 2014-2-05, attached
For information</i> | M. Goldbloom | 10 mins |
| 6. | Academic Report | <i>Document 2014-2-06, attached
For information</i> | M. Turnbull | 10 mins |
| 7. | Finance Report | | | 10 mins |
| | a. Report of the Finance Committee | <i>Document 2014-2-07A, attached
For information</i> | S. Lloyd | 10 mins |
| | b. Approval of long-term loan agreement | <i>Documents 2014-2-07Bi, 07Bii attached
For approval</i> | I. Goyette | 5 mins |
| 8. | Report of the Ad Hoc Oversight Committee on the Sports Centre | <i>Document 2014-2-08, to follow</i> | N. Martel, S. Lloyd | 5 mins |
| 9. | Application for licence to hold a raffle | <i>Document 2014-2-09, to follow</i> | C. Charpentier | 5 mins |
| 10. | Other business | | | |

BOARD OF GOVERNORS

DOCUMENT 2014-4-03

NOVEMBER 7TH MEETING
MCGREER 100 AND BY TELECONFERENCE
4:00 P.M. TO 4:55 P.M.

MINUTES

- Chair:* Robert Hall
- Present:* Claude Charpentier, Claire Grogan, Michael Goldbloom, Robert Hall, Deborah Langford, Ross Osmun,
- By telephone:* Jane Brydges, Robert Gordon, Brian Levitt, Stephen Lloyd, Michel Marleau, Nadia Martel, Cathy McLean, Luce Samoissette, James Sweeny
- Senior Administration:* Nick Andrews, Jackie Bailey, Isabelle Goyette, Matt McBrine, Michele Murray, Francine Turmel, Miles Turnbull, Dan Seneker, Marie-Josée Berger
- Regrets:* Alexander Roy
- Secretary:* Victoria Meikle

ITEM 1: CHAIR'S WELCOME

The Chair called the meeting to order at 4:00 p.m.

ITEM 2: APPROVAL OF AGENDA

Claude Charpentier moved approval of the agenda as proposed and Claire Grogan seconded the motion.

The motion carried.

ITEM 3: APPROVAL OF MINUTES, JULY 11TH AND SEPTEMBER 26TH MEETINGS

Minutes of July 11th meeting:

It was noted that Isabelle Goyette should have been included in the list of members of the senior administration present.

Minutes of September 26th meeting:

It was noted that the reappointment of Raymond Chabot Grand Thornton as University auditors should have been for the year ending April 30th 2015, not 2014 (Resolution 2014-1-02, paragraph 1 on page 6).

Subject to these corrections, Nadia Martel moved approval of the minutes of the July 11th and September 26th meetings of the Board of Governors and James Sweeny seconded the motion.

The motion carried.

ITEM 4: BUSINESS ARISING

There was no Business Arising.

ITEM 5: PRINCIPAL'S REPORT

Financial recovery process

The Principal spoke to document 2014-2-05, the Principal's Report

The Principal noted that additional data are being developed to help understand a whole range of issues in preparation for the discussion of the Recovery Plan at the December 5th meeting of the Board.

The management group had come to a consensus about realistic goals for enrolment in the future. Additional analyses will include a Housing Plan based on a comprehensive analysis of our residences and housing. The academic review process is ongoing, the Varsity sport analysis is going forward and we are exploring possible collaborations with other universities aimed at reducing costs and hopefully generating additional revenue.

Unfortunately, we have discovered an additional problem as we carried out these analyses. We have understood that dealing with the deferred maintenance in our residences will be a bigger challenge than we had appreciated. All the material will be put in front of the board at the December meeting and we will have chance to discuss it further.

Emergency and Safety Plans

In light of recent tragic events in St-Jean-sur-Richelieu and Ottawa, Human Resources and Student Services took steps to remind the campus community of existing emergency protocols at Bishop's.

Health & Safety Coordinator Jeff Macdonald described a mobile application that the University is developing to reach students, employees and crisis management personnel in emergencies. Members of the Board noted that it is important to ensure that bandwidth is there for mobile supports. In Ottawa, the cell-phone system was reserved to emergency services and not available to the public at large.

Carson Brooks, Manager of Security, described his collaboration with the Sherbrooke Police Department's intervention unit. This collaboration helps ensure cohesion with law enforcement in emergency responses and security's own internal lock down and notification protocols.

U4 initiatives

The heads of the U4 universities are working with Cisco technologies to provide a very high quality of tele presence (next generation of videoconference) on campus, seeking donors and exploring the use of this technology to support academic activities and other interactions.

Donald Lecture by Colonel Chris Hadfield

Claire Grogan thanked the Principal for working to ensure that Colonel Hadfield would speak to school children in the region.

ITEM 6: ACADEMIC REPORT

The Vice-Principal Academic spoke to Document 2014-2-06, the Academic Report.

Enrolment management

Dr. Turnbull reported that Bishop's University is developing a clearer understanding of our retention challenges and of the steps we should take to increase January enrolment.

Applications for Fall 2015 were up compared to the same date in 2013. It was thought likely that this was a result of the Open House held on campus. A second Open House would be held in February, perhaps offsite.

Dr. Turnbull noted that, in light of the academic analysis process, Senate had voted to allow Departments scheduled for review in 2014-15 by the Senate Program Academic Review to opt to delay their review, and so far all had elected to do so.

ITEM 7: FINANCE REPORT

a. Report of the Finance Committee

Stephen Lloyd, Chair of the Finance Committee, spoke to Document 2014-2-07a, the Report of the Finance Committee.

He emphasized that, if no changes were made, the baseline scenario for the 2015-2016 fiscal year was a deficit, which would increase steadily year by year. Work on the Recovery Plan is based on the assumption that a return to a balanced budget will be achieved through a

sharing of required adjustments between the government and students, on one hand, and the University on the other.

Interim Vice-Principal Finance Isabelle Goyette noted that the decrease in the average number of class registrations per student in Fall 2014 was significant, the biggest year-over-year variation we have seen.

b. Approval of long-term loan agreement

RESOLUTION 2014-2-02

FOR THE APPROVAL
OF LONG-TERM BORROWING

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

WHEREAS the *Plan quinquennal d'investissement* (PQI) capital grant from the government of Quebec is funded by means of the University taking out short-term loans that are periodically converted into long-term loans to cover expenditures under the PQI program;

AND WHEREAS this long-term debt contracted by the University under the PQI program is serviced (principal and interest) by the Government of Quebec as outlined in paragraph 2b) of the long term borrowing plan document (*Régime d'emprunt à long terme*) attached to this resolution;

BE IT RESOLVED THAT the Board of Governors authorizes the University to borrow \$1,500,000 as per the terms and conditions set out in the attached document.

AND BE IT FURTHER RESOLVED THAT the Board authorizes Michael Goldbloom, Principal and Vice-Chancellor, and Miles Turnbull, Vice-Principal Academic, to co-sign any and all documents required to complete this transaction, as outlined in paragraph 10 of the attached document.

Moved by: James Sweeny

Seconded by: Luce Samoisette

The motion carried.

ITEM 8: REPORT OF THE AD HOC OVERSIGHT COMMITTEE ON THE SPORTS CENTRE

Nadia Martel, Chair of the Ad Hoc Oversight Committee on the Sports Centre spoke to Document 2014-2-08, the Report of the Committee, and thanked Michel Caron, Director of building and grounds services, for putting the report together.

The Sports Centre was on budget and it was expected that the University would be able to occupy the building early in the Winter term.

ITEM 9: APPLICATION FOR LICENCE TO HOLD A RAFFLE

Nadia Martel moved and Michel Marleau seconded the authorization for Dr. Claude Charpentier to act on behalf of Bishop's University in applying for a raffle licence at La Régie des alcools, des courses et des jeux du Québec and to take all steps required to ensure compliance with the law, regulations and rules applying to the holder of such a licence.

The motion carried.

RESOLUTION 2014-2-01

TO DESIGNATE A REPRESENTATIVE FOR
LA RÉGIE DES ALCOOLS, DES COURSES ET DES JEUX DU QUÉBEC
IN THE MATTER OF A RAFFLE LICENCE

WHEREAS students from Bishop's University Undergraduate Psychology Society wish to hold a raffle on February 6th 2015 in order to raise funds to support three local non-profit organizations (BU/Champlain Refugee-Student Sponsorship Project, NuHab Centre and Mental Health Estrie);

WHEREAS Bishop's University has agreed to support this Psychology-led initiative by applying for a licence to hold a raffle for the above purposes;

AND WHEREAS Dr. Claude Charpentier, Associate Professor in the Department of Psychology, has agreed to take responsibility for ensuring compliance with all requirements of the law, regulations and rules of the *Régie des alcools, des courses et des jeux du Québec* in relation to such a licence;

BE IT THEREFORE RESOLVED THAT Dr. Charpentier is authorized to act on behalf of Bishop's University in applying for the licence in question, and to take all steps required to ensure compliance with the law, regulations and rules applying to the holder of such a licence.

Moved by: Nadia Martel

Seconded by: Michel Marleau

ITEM 10: OTHER BUSINESS

There being no further business, the Board of Governors meeting adjourned at 4:55 p.m.



Robert Hall, Chair



Victoria Meikle, Secretary

