

BOARD OF GOVERNORS

DOCUMENT 2014-6-02

MARCH 27TH 2015
MCGREER 100, 4:00 P.M. TO 6:30 P.M.

AGENDA

1.	Welcome		R. Hall	5 mins
2.	Approval of Agenda	<i>Document 2014-6-02</i>	R. Hall	2 mins
3.	Approval of minutes of the January 30 th meeting	<i>Document 2014-6-03, attached</i> <i>For approval</i>	R. Hall	3 mins
4.	Business Arising	<i>No document</i>		
5.	Presentation on the Pension Plan for Full-Time Employees	<i>No document</i>	G. Girard	45 mins
6.	Principal's Report	<i>Document 2014-6-06, to follow</i> <i>For information</i>	M. Goldbloom	10 mins
7.	Academic Report	<i>Document 2014-6-07, attached</i> <i>For information</i>	M. Turnbull	10 mins
8.	Update on the plan de redressement	<i>Document 2014-6-08, attached</i> <i>For information</i>	M. Goldbloom, V. Meikle, I. Goyette	5 mins
9.	Ad Hoc Review Committee for the University Librarian	<i>Document 2014-6-09, attached</i> <i>For approval</i>	M. Goldbloom	5 mins

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| 10. | Finance Report
a. 2015-16 Cash flow Budget and authorisation to borrow
b. Updated 2014-15 Operating Forecast | <i>Document 2014-6-10, attached</i>
<i>For approval</i>

<i>For information</i> | I. Goyette, S. Lloyd | 20 mins |
| 11. | Report of the Audit Committee
a. Procurement Policy
b. Review of the 2014-15 Audit Plan | <i>Documents 2014-6-11, 11a, 11b, attached</i>
<i>For approval</i>
<i>For information</i> | L. Samoissette | 10 mins |
| 12. | Nomination of Paule Corriveau as BSDQ representative for Bishop's University | <i>Documents 2014-6-12, 12a, attached</i>
<i>For approval</i> | I. Goyette | 5 mins |
| 13. | Report of the Sustainable Development Committee | <i>Documents 2014-6-13, 13a, 13b, attached</i>
<i>For information</i> | N. Martel, M. Caron | 5 mins |
| 14. | Final Report of the Ad Hoc Committee for the Oversight of the Sports Centre | <i>Document 2014-6-14, to follow</i>
<i>For information</i> | N. Martel, S. Lloyd | 5 mins |
| 15. | Meeting dates for 2015-16 | <i>Document 2014-6-15, to follow</i>
<i>For information</i> | V. Meikle | |
| 16. | Other business | | | |
| 17. | Closed session | | | |



BOARD OF GOVERNORS

DOCUMENT 2014-7-03

MARCH 27TH MEETING
MCGREER 100
4:00 P.M. TO 7:00 P.M.

MINUTES

Chair: Robert Hall

Present: Jane Brydges, Claude Charpentier, Michael Goldbloom, Claire Grogan, Deborah Langford, Brian Levitt, Stephen Lloyd, Michel Marleau, Nadia Martel, Ross Osmun, Alexander Roy

By telephone: Robert Gordon, Cathy McLean, James Sweeny

Regrets: Luce Samoisette

Senior Administration: Nick Andrews, Jackie Bailey, Marie-Josée Berger, France Gervais (*by telephone*), Matt McBrine, Isabelle Goyette, Michele Murray, Francine Turmel, Miles Turnbull

Secretary: Victoria Meikle

ITEM 1: CHAIR'S WELCOME

The Chair welcomed Governors and called the meeting to order. He welcomed France Gervais, newly named Vice-Principal Finance and Administration, to the Bishop's Board of Governors.

David Bigley, winner of the Student Poster competition at Bishop's 10th Annual Research Week, presented his poster, *Assessment of the Body Cues Predicating Shooting Direction in Lacrosse*, to Governors. Mr. Bigley, who is enrolled in the Sport Studies Program, was accompanied by Dr. Maxime Trempe, who supervised the poster.

ITEM 2: APPROVAL OF AGENDA

Michel Marleau moved approval of the agenda as proposed and Stephen Lloyd seconded the motion.

The motion carried.

ITEM 3: APPROVAL OF MINUTES - JANUARY 30TH MEETING

Jane Brydges moved approval of the minutes of the January 30th meeting of the Board as circulated.

The motion carried.

ITEM 4: BUSINESS ARISING

There was no business arising.

ITEM 5: PRESENTATION ON THE PENSION PLAN FOR FULL-TIME EMPLOYEES

Gino Girard, Partner and Senior Consultant at Morneau Shepell, gave a presentation to Governors on the Pension Plan for Full-time Employees following the 2014 valuation.

ITEM 6: PRINCIPAL'S REPORT

The Principal spoke to document 2014-6-06. He noted that despite the financial challenges the University faces, members of the University continue to carry out successfully the core activities of teaching, learning and research. In addition to hearing from the winner of the Research Week Poster Competition, Board members would see a short film by a Bishop's student that won first prize at the first Bishop's University Film Festival (BUFF) and meet some of the winners of the 2015 B.E.S.T. awards.

The Principal noted that there had been a number of strike votes, albeit for defined periods, in universities and cégeps across Quebec. Students who were not on strike had warned university administrations that they expected university administrations to ensure that universities remain open and classes take place.

The BUFF winner, *Bike and Tina* by Christo Graham, was presented to Governors by Jackie Hanlin, who played the main character and won the BUFF best actress award. The BUFF Gala was a tremendous success, with an elegant and energized audience in Bandeen witnessing thirteen remarkable short films by Bishop's students. Elizabeth Rose, whose short film *CHUM*, won the award for Best Short Film at the 2014 Montreal World Film Festival, chaired the judge's panel for the Bishop's festival.

ITEM 7: ACADEMIC REPORT

The Vice-Principal Academic spoke to the Academic Report (Document 2014-6-07). He reported the latest numbers in relation to applications, offers and acceptances of offers as of March 16th, noting that the offers accepted are comparable to the banner year of 2012.

The Vice-Principal reported that the Academic Analysis process is ongoing and will not be completed before the Fall. During the course of discussion, the Vice-Principal indicated that it was realistic to think that preliminary data would be available to be shared with the Board at the June retreat.

ITEM 8: UPDATE ON THE PLAN DE REDRESSEMENT

The Principal brought Governors up to date on the Plan de redressement.

ITEM 9: AD HOC REVIEW COMMITTEE FOR THE UNIVERSITY LIBRARIAN

The Principal moved, and Nadia Martel seconded, the striking of the Ad Hoc Review Committee for the University Librarian and the appointment of Jane Brydges as External Governor on the Committee.

The motion carried.

As of March 27th, the composition of the Ad Hoc Committee was as follows:

Chair (<i>ex officio</i>):	Miles Turnbull, Vice-Principal Academic
External Governor or External member of the community (1):	Jane Brydges
Academic Dean (1):	Michele Murray
Faculty member named by Faculty council (1):	TBD
Faculty member of Senate named by Senate (1):	[<i>Hafid Agourram named by Senate on April 13th 2015</i>]
Professional librarians, named by that group (2):	Lorraine Smith, Gary McCormick (Eliza McKnight if Mr. McCormick is unable to serve)
Library Staff, named by that group (1):	James Sweeny
Full-time student, named by the SRC (1):	TBD

ITEM 10: FINANCE REPORT

RESOLUTION 2014-6-02
FOR THE APPROVAL OF THE 2015-16 LINE OF CREDIT

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

WHEREAS the University is subject to the Financial Administration Act;

WHEREAS the authorized line of credit for 2014-15 is \$32.4 million with RBC;
WHEREAS the University expects to present a deficit Operating Budget for the 2015-16 operations which has been incorporated into the cash flow projections;

WHEREAS the University has provided a cash flow budget indicating that its financial needs will range from approximately \$17.3 million to \$29.7 million between May 1st 2015 and May 31st 2016;

BE IT RESOLVED THAT the Board of Governors authorizes the University to borrow up to \$29.7 million from RBC for its operations and for the short-term financing of capital expenditures for the 2015-16 fiscal year and including May 2016.

AND BE IT FURTHER RESOLVED THAT the Board of Governors also 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.

Moved by: Stephen Lloyd

Seconded by: Michel Marleau

The motion carried.

ITEM 11: REPORT OF THE AUDIT COMMITTEE

RESOLUTION 2014-6-03
FOR THE APPROVAL OF A POLICY RESPECTING THE
AWARDING AND MANAGEMENT OF CONTRACTS ("POLICY")

WHEREAS Bishop's University is a public body within the meaning of the *Act Respecting Contracting by Public Bodies* (RSQ C. C-65.1) (the "Act");

WHEREAS the Act requires that a public body has an internal policy respecting the award and management of contracts approved by the Chief Executive Officer;

WHEREAS the Board of Governors is considered the Chief Executive Officer as per the Act;

WHEREAS the members of the Audit Committee have reviewed the Policy and recommend its adoption;

BE IT RESOLVED THAT the Board of Governors approves the proposed Policy.

Moved by: Brian Levitt

Seconded by: Nadia Martel

The motion carried.

ITEM 12: NOMINATION OF PAULE CORRIVEAU AS BSDQ REPRESENTATIVE FOR BISHOP'S UNIVERSITY

RESOLUTION 2014-6-04
FOR THE NOMINATION OF PAULE CORRIVEAU
AS BSDQ REPRESENTATIVE FOR BISHOP'S UNIVERSITY

Whereas the *Bureau des soumissions déposées du Québec* (BSDQ) offers an exclusive electronic service (TES) for the transmission of subcontractor tenders accessible to any organization awarding construction contracts;

Whereas Bishop's University awards contracts to contractors, who can hire subcontractors to fulfill their obligations;

Whereas Bishop's University has to name an '*Usager-maître*' who will be in charge of the University's account and who will have access to the electronic service provide by the BSDQ regulations;

Whereas the Buildings and Grounds Project Manager is responsible for the management of construction contracts;

Whereas the B&G Project Manager position is currently held by Mme Paule Corriveau;

Be it therefore resolved that Paule Corriveau is designated as *Usager-maître* and is authorized to sign the *protocole d'utilisation de la TES*.

Be it further resolved that BSDQ may provide the Paule Corriveau with Bishop's University's user code and a password to access TES.

Moved by: Brian Levitt

Seconded by: Deb Langford

The motion carried.

ITEM 13: REPORT OF THE SUSTAINABLE DEVELOPMENT COMMITTEE

Nadia Martel, Chair of the Sustainable Development Committee, asked for questions or comments on Document 2014-6-13, the Report of the Sustainable Development Committee. There were not questions or comments.

ITEM 14: REPORT OF THE AD HOC COMMITTEE FOR THE OVERSIGHT OF THE SPORTS CENTRE

Nadia Martel and Stephen Lloyd asked for comments on the Report of the Ad Hoc Committee for the Oversight of the Sports Centre. There were no questions or comments.

ITEM 15: MEETING DATES FOR 2015-16

The Secretary General circulated Board meeting dates for the 2015-16 academic year and asked Governors to communicate any conflicts to her within a week.

ITEM 16: OTHER BUSINESS

Alexander Roy, President of the Students' Representative Council, introduced Matthew Robinson, incoming President of the SRC. Matthew will take over as SRC representative as of the next board meeting on May 8th 2015.

The Board retreat will take place on June 19th and 20th.

There being no further business, the Board of Governors moved into closed session at 7:00 p.m.



Robert Hall, Chair



Victoria Meikle, Secretary