

FEBRUARY 14, 2020

**MINUTES**  
MCGREER 100

|                               |   |
|-------------------------------|---|
| <i>Chair:</i>                 | Robert Hall   |
| <i>Present:</i>               | Kent Carson, Pierre Cossette, Michael Goldbloom, Charlene Marion, Heather McKeen-Edwards, Daniel Miller, Scott Stoddard   |
| <i>Remotely:</i>              | Abel Bosum, Jane Brydges, Brian Levitt, Michel Marleau, Calin Valsan, Tova White  |
| <i>Regrets:</i>               | Marilyn Hardy, Cathy McLean   |
| <i>Senior Administration:</i> | Nick Andrews, Reena Atanasiadis, Marie-Josée Dufour, Isabelle Goyette, Claire Grogan, Corinne Haigh, Denise Lauzière, Stine Linden-Andersen, Jacqueline Scott, Miles Turnbull |
| <i>Guest:</i>                 | Mark Caduc  |
| <i>Secretary:</i>             | Trygve Ugland   |

**ITEM 1: CHAIR'S WELCOME**

The Chair called the meeting to order at 3:00 p.m. He welcomed the Grand Chief of the Cree of Northern Quebec Abel Bosum to the Board.

**ITEM 2: APPROVAL OF AGENDA**

The Chair requested the addition of a Sustainable Development topic to the agenda. A motion was made to approve the agenda as modified.

Moved by: Kent Carson

Seconded by: Scott Stoddard

**Motion carried.**

**ITEM 3: APPROVAL OF MINUTES OF THE DECEMBER 6, 2019 MEETING**

No modifications were requested. A motion to approve the minutes as presented was made.

Moved by: Scott Stoddard

Seconded by: Kent Carson

**Motion carried.**

**ITEM 3I: APPROVAL OF MINUTES OF THE DECEMBER 21, 2019 EMAIL CONSENT**

No modifications were requested. A motion to approve the minutes as presented was made.

Moved by: Kent Carson

Seconded by: Scott Stoddard

**Motion carried.**

**ITEM 4: BUSINESS ARISING**

There was no business arising from prior meetings.

**ITEM 5: PRINCIPAL'S REPORT**

The Principal welcomed Mr. Mark Caduc, the University's new Director of Information Technology Services and invited him to introduce himself to the Board.

Dr. Jason Rowe, Canada Research Chair in Exoplanet Astrophysics and his colleagues have contributed to the discovery of an Earth-sized planet located in the "habitable zone" of a nearby star.

The final Donald Lecture of 2019-20 was given by Dr. Victoria Kaspi, who spoke to an enthusiastic audience about the nature and potential significance of Fast Radio Bursts. Dr. Kaspi was very generous with her time, meeting students and faculty throughout the day before her lecture. She said that she was impressed with Bishop's Physics department and the special collaborative opportunities available at a smaller institution.

On January 16<sup>th</sup>, the University announced that the Bishop's Gaiters Women's Hockey team will compete at the U Sports level in the Réseau du Sport Étudiant du Québec (RSEQ) beginning in the 2020-21 season. Several team members said that after three years of building the program which has required the team to play almost all of its games on the road joining the RSEQ felt like their legacy to the University.

Bishop's hosted the Eastern Canada cross-country ski championships in collaboration with the Club de ski de fond du parc du Mont-Orford on the Old Lennoxville Golf Club race site from February 7<sup>th</sup> to February 9<sup>th</sup>. The event was well publicized and the University recruitment team was on-site to provide information to potential students.

**ITEM 6: ACADEMIC REPORT**

Vice-Principal Academic and Research, Dr. Miles Turnbull presented the report which included research highlights and an update on enrolment. The FTE shortfall and Quebec enrolment are main preoccupations going forward. Strategies under discussion include: targeting high schools, expanding television advertising, hosting elementary science and art fairs, etc. Dr. Turnbull said that the enrolment projection model is being updated to better reflect current trends.

**ITEM 7: REPORT OF THE AD HOC OVERSIGHT COMMITTEE FOR THE RENOVATION OF THE STUDENT CENTRE**

The Chair of the Committee, Mr. Kent Carson, presented the report. The project is slightly behind schedule for one of the phases, but this should not impact the overall completion date. On March 5<sup>th</sup>, the Phase One stakeholders will be moving into their newly renovated locales and the Phase Two stakeholders will move to the temporary building beside the Sports Centre.

**ITEM 8: REPORT OF THE AD HOC OVERSIGHT COMMITTEE FOR THE RENOVATION OF THE LABS IN THE ANDREW S. JOHNSON SCIENCE BUILDING AND THE LIBRARY LEARNING COMMONS CONSTRUCTION PROJECT (SIF PROJECTS)**

Mr. Kent Carson presented the final report of the Committee. The projects are completed and the final audits have been accepted by the government. The Ad Hoc Oversight Committee for the Renovation of the Labs in the Andrew S. Johnson Science Building and the Library Learning Commons Construction Project (SIF projects) is dissolved.

**ITEM 9: ALCOHOL PERMIT DESIGNATION**

The Vice-Principal Finance and Administration, Ms. Isabelle Goyette, presented information about alcohol permits on the University campus and the steps required to conform with Quebec government guidelines as set out by the *Régie des alcools, des courses et des jeux du Québec*. Dr. Stine Linden-Andersen, Dean of Student Affairs, was proposed as the designated representative.

RESOLUTION 2019-6-01  
TO APPOINT THE UNIVERSITY'S REPRESENTATIVE  
FOR ALCOHOL PERMITS

WHEREAS the *Régie des alcools, des courses et des jeux du Québec* requires Bishop's University to designate a person responsible for alcohol permits and alcohol use on campus;

BE IT RESOLVED THAT Dr. Stine Linden-Andersen, Dean of Student Affairs, is 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.

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

Moved by: Kent Carson  
Seconded by: Daniel Miller

**Motion carried.**

**ITEM 10: NOTICE OF MOTION TO AMEND THE STATUTES OF BISHOP'S UNIVERSITY**

The Secretary General, Dr. Trygve Ugland presented a notice of motion to amend the University's Statutes. Dr. Ugland detailed the steps he has taken since the Governance and Ethics Committee requested that he undertake the process of reviewing the Statutes. The proposed changes relate to four issues: Bishop's Council, Senate Composition, terms of the Chair of the Board of Governors, and Board Committees.

Section 12 of Division I of the Statutes of Bishop's University provides that the Statutes may be amended only by resolution of the Board of Governors at a meeting duly called for that purpose. In order for a meeting to be duly called for the purpose of amending the Statutes, written notice of motion incorporating the text of proposed amendments must be submitted to each member of the Board at least 60 days prior to the meeting.

Any amendment of Divisions I and V of the Statutes requires the affirmative vote of at least two thirds (2/3) of the members of the Board of Governors then in office.

NOTICE IS HEREBY GIVEN under s. 12 of Division I of the Statutes that amendments as set out in the Appendix attached will be moved at the May 1<sup>st</sup>, 2020 meeting of the Board of Governors.

Mr. Hall suggested that Governors submit comments on the proposed changes to Dr. Ugland by February 28, 2020.

**ITEM 11: REPORT OF THE AD HOC OVERSIGHT COMMITTEE FOR THE HOUSING PLAN**

In the absence of the Committee Chair, Ms. Cathy McLean, Mr. Michel Marleau presented the report.

The government has approved the \$16M budget for the New Residence and the Housing Plan Committee has approved the building design. The student residence rooms have been designed to be converted easily into conference dorm rooms. Furniture in the student room will be designed in order to allow it to be transformed into a second bedframe with the second mattress sliding out from under the student's bed. This ingenious use of furniture and mattress storage should allow Residences and Conference Services to switch the room quickly and efficiently from student residences to summer conference accommodations.

Mr. Robert Hall asked what was planned for Mackinnon. Ms. Goyette said that the renovation of Mackinnon was not feasible due to the amount of work required. Mackinnon will be demolished when the New Residence has been completed.

**ITEM 12: AD HOC COMMITTEE FOR SUSTAINABILITY AND RESPONSIBLE INVESTMENT**

Mr. Robert Hall proposed the creation of an Ad hoc committee on Sustainability and Responsible Investment. During a recent meeting of the Bishop's Foundation the Board members voiced the need for a coherent position on sustainability and responsible investment. Mr. Hall said that all universities and university foundations are having to define their position with respect to these issues.

Mr. Hall said that it would be in the University's best interest for the Foundation and the University to have a common approach to these issues. Principal Goldbloom proposed that the Board task Mr. Hall to draft a mandate and composition of the ad hoc committee and report back to the Board (Resolution 2019-6-02).

Moved by: Michael Goldbloom

Seconded by: Kent Carson

**Motion carried.**

**ITEM 12.1: REPORT OF THE SUSTAINABLE DEVELOPMENT COMMITTEE**

In the absence of a Chair of the Sustainable Development Committee, Ms. Isabelle Goyette spoke to the report. She presented a draft update of the Sustainable Development Policy. The original policy had been approved in 2014 and was solely focused on the Environment. The updated Policy has a broader scope and includes the following sustainability principles: access to knowledge; environmental protection; financial responsibility; equity and diversity; health and quality of life; participation and transparency; prevention and precaution; protection of cultural heritage; and responsible consumption.

RESOLUTION 2019-6-03

FOR THE APPROVAL OF THE SUSTAINABLE DEVELOPMENT POLICY

WHEREAS Bishop's University recognizes sustainable development as one of its core values and is committed to fostering an institutional culture of sustainability in its academic programs and across its community;

WHEREAS the Board of Governors approved an Environmental Sustainability Policy on March 21, 2014 (Document 2013-5-08a);

WHEREAS the Executive Group has endorsed the Sustainable Development Policy;

AND WHEREAS the Sustainable Development Committee has endorsed the Sustainable Development Policy (Document 2019-6-12i) and recommended that it be brought forward to the Board for approval to replace the Environmental Sustainability Policy;

BE IT RESOLVED THAT the Sustainable Development Policy is approved and that it replaces the Environmental Sustainability Policy.

Moved by: Pierre Cossette

Seconded by: Kent Carson

**Motion carried.**

Ms. Goyette spoke to the Sustainable Development Action plan which is still in development. The team developing the Plan recently sent a survey to the Bishop's community to get feedback on Sustainable Development Actions and priorities with the intention of using the data collected to present a detailed Sustainable Development Action Plan to the Board at its meeting in June 2020.

The Campus Master Plan update was initially presented to the Board and to the Bishop's community in late 2018. The three main issues that required more clarification are: the Peter Curry Marsh, the placement and quantity of bus stops, and the location of parking spots and traffic zones to facilitate deliveries and accessibility needs. These concerns were addressed in the updated Campus Master Plan, which continues to uphold the same values and principles espoused in the original Rose-Van Valkenburgh Campus Master Plan.

Dr. Pierre Cossette said that the updated Campus Master Plan was a complete and impressive resource for the University.

RESOLUTION 2019-6-04  
FOR THE AMENDMENT OF THE CAMPUS MASTER PLAN

WHEREAS the Board of Governors approved the general principles of the Bishop's University Master Plan on March 21, 2014;

WHEREAS the University community has been consulted over changes proposed to the Campus Master Plan;

WHEREAS the Sustainable Development Committee has endorsed the updated Campus Master Plan (Document 2019-6-12ii) and recommends that it be brought forward to the Board for approval;

AND WHEREAS the principles and goals set out in the Campus Master Plan dated November 2019 should remain constant, the recommendations and priorities may evolve and will be updated as required and based on new circumstances;

BE IT RESOLVED THAT the Board of Governors approves the general principles of the updated Campus Master Plan.

Moved by:                Scott Stoddard  
Seconded by:            Daniel Miller

**Motion carried.**

Ms. Goyette presented an update on the main Capital Plan projects. The renovation of Hamilton's first floor and basement are in progress. The basement is being renovated for the ITS server and storage and the first floor is being renovated to reconfigure the ITS office space and add a direct passage from Johnson to Nicolls.

The renovation of Divinity House as an Indigenous Students Gathering Space and Resource Centre has started with the demolition of parts of the interior of the building.

**ITEM 13: REPORT OF THE SRC PRESIDENT**

The Dean of Student Affairs, Dr. Stine Linden-Andersen, presented the report as Ms. Marilyn Hardy, SRC President, was attending the provincial student union caucus.

Winterfest was held on February 6<sup>th</sup> and 8<sup>th</sup>. The event was successful and no health issues were reported. The extremely cold weather did not affect participation.

The SRC has received the resignations of two senior representatives since the beginning of 2020. These resignations have caused the SRC to discuss ways of improving diversity on its Board of Student Representatives. Elections for the 2020-21 SRC executive will be held on February 18<sup>th</sup> and 19<sup>th</sup>.

**ITEM 14: GAITERS AIR TRAVEL CONTRACT**

The Dean of Student Affairs, Dr. Stine Linden-Andersen, presented the contract for air travel for the Gaiters Football team. The previous contract expires on April 30, 2020. The call for tenders resulted in submissions which were lower than the previous contract. Financing for the service contract is included in the fundraising campaign of the Football Travel Fund.

RESOLUTION 2019-6-05

FOR THE APPROVAL OF THE SERVICE CONTRACT FOR AIR TRAVEL FOR GAITERS FOOTBALL  
AND DELEGATION OF SIGNING AUTHORITY

WHEREAS the University's Signing Authority Policy requires approval by the Board of Governors for any contract obligating the University where the total amount involved exceeds \$500,000;

BE IT RESOLVED that the Board of Governors approves the contract with CHRONO JET, the eligible tenderer who submitted the lowest compliant tender;

AND BE IT FURTHER RESOLVED that the Board of Governors authorizes the following two signing officers (Dr. Stine Linden-Andersen, Dean of Student Affairs and Ms. Isabelle Goyette, Vice-Principal Finance and Administration), to sign documents pertaining to this service contract.

Moved by: Kent Carson  
Seconded by: Pierre Cossette

**Motion carried.**

**ITEM 15: OTHER BUSINESS**

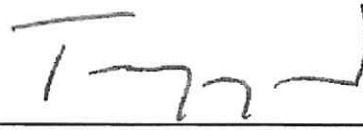
Ms. Charlene Marion announced that on March 28<sup>th</sup>, the Williams School of Business would be hosting a Case Competition. She asked if the Board would like to contribute to the event

by sending a team. Ms. Tova White and Ms. Jane Brydges volunteered to be members of the Board's team. Ms. Marion encouraged any other interested Board members to contact her for more information.

Open session ended at 4:28 p.m.

A handwritten signature in black ink, appearing to be 'R. Hall', written over a horizontal line.

Robert Hall, Chair

A handwritten signature in black ink, appearing to be 'Trygve Ugland', written over a horizontal line.

Trygve Ugland, Secretary