



BOARD OF GOVERNORS

DOCUMENT 2023-08-03

MARCH 15, 2024
BISHOP'S UNIVERSITY
MCGREER 100 AND VIDEOCONFERENCE
MINUTES

<i>Chair:</i>	Junior Sirivar
<i>Present:</i>	Mark Caduc, Kent Carson, Daniel Fournier, Chris Gokiart, Sébastien Lebel-Grenier, Murielle Lortie, Heather McKeen-Edwards, Jessica Riddell, Junior Sirivar, Sophia Stacey, Calin Valsan, Tova White
<i>Regrets:</i>	Abel Bosum, Robert Hall, Suzie O'Bomsawin
<i>Guest:</i>	Drew Henkel, Paul Mastrangelo, Lorne Nelson, John Ruan, Michael Teed
<i>Senior Administration:</i>	Nick Andrews, Julie Desjardins, Valerio Faraoni, Isabelle Goyette, Stine Linden-Andersen, Jean Manore, Matthew Peros, Jacqueline Scott, Andrew Webster
<i>Secretary:</i>	Denise Lauzière

ITEM 1: CHAIR'S WELCOME

Vice-Chair Junior Sirivar called the meeting to order at 3:05 p.m.

ITEM 2: APPROVAL OF AGENDA

The agenda was approved as presented.

Moved by: Kent Carson
Seconded by: Heather McKeen-Edwards
Motion carried.

ITEM 3: APPROVAL OF MINUTES

The minutes of the November 3, 2023 meeting were approved as presented.

Moved by: Kent Carson
Seconded by: Murielle Lortie
Motion carried.

ITEM 4: BUSINESS ARISING

Principal Lebel-Grenier mentioned that given the Associate Director, Indigenous Initiatives was on leave, Item 9 would be brought forward to an upcoming meeting.

ITEM 5: PRINCIPAL'S REPORT

Principal Sébastien Lebel-Grenier began by informing the Board that first-year student Gabrielle Santerre, on the women's hockey team, was named not only Rookie of the Year but also Player of the Year by USports Canada. This is the first time this has ever happened. She is an impressive student and player and has contributed greatly to the team's success this year.

He then recognized incoming SRC President, Drew Henkel who was in attendance. He will begin his mandate on May 1, 2024.

He then went on to highlight the following topics from his written report.

Solar Eclipse

A total solar eclipse will be visible on the afternoon of April 8, 2024. The Bishop's campus is directly in the path of totality and the University is inviting the community to come to Coulter Field which is an optimum eclipse-viewing site in the region.

The Department of Physics and Astronomy has been working for several months on this exciting event. Bishop's will be providing eclipse glasses free of charge for registered guests to the on-campus eclipse viewing event as well as to students, staff and faculty.

Dr. John Ruan and Dr. Lorne Nelson will provide more information later on in the meeting.

Musical Theatre and BU Singers

The Musical Theatre Concentration will present Spring Awakening, directed by Dr. Art Babayants, from March 14-17 at Centennial Theatre. The winner of eight Tony Awards, based on a once-forbidden German play by Frank Wedekind, Spring Awakening explores the journey from adolescence to adulthood with poignancy and passion.

The BU Singers Choir will join the *Ensemble vocal de l'Université de Sherbrooke* and the *Orchestre symphonique de Sherbrooke* for a presentation of Carl Orff's Carmina Burana at Salle Maurice-O'Bready on April 13th. The BU Singers began the semester under the direction of Sarah Heath and Fannie Gaudette before joining the Université de Sherbrooke choir for full rehearsals in Bandeen Hall.

Recruitment

Registration for the March 2024 Open House is the highest ever for a Spring Open House and will attends are currently matching last year's levels. With the help of an external company, our recruitment efforts are seeing dividends.

International students

Recently the Federal government announced it would put a cap on international students and immediately stopped processing study permit applications. A link had been made in Parliament between the number of international students coming to Canada and the housing crisis and the cap is the result of this. Immigration, Refugees and Citizenship Canada (IRCC) is now requiring that provinces provide candidates an attestation allowing them to study at a specific university. This is similar to the *certificat d'acceptation du Québec (CAQ)* which incoming international students must receive from Quebec before applying for a study permit from the IRCC. Each province has been given an annual quota of students who will be allowed entry. For Quebec the quota is 73,000 which includes some at the college level. It is unclear whether this quota is going to be applied to students who ultimately come to study in Quebec or to applicants who have received offers. The Quebec Government and the IRCC have agreed to a modified CAQ which fulfills the federal government's requirements for incoming Quebec students. There is still the question of linking the student to a specific university which could mean the possibility of redirecting students to universities other than the three English-language universities. We are closely following the implementation of these measures and are in contact with prospective students.

Rest of Canada students

The Principal has been in constant discussion with the Minister with regards to impacts of the measures announced by government last December, including the French language competency mandate. She has reiterated that any initiatives undertaken to support students learning French will be funded by the Ministry.

Québec budget

The Québec budget was tabled on March 11 with no new investments for universities and limited indexation of current funding envelopes. There will be some new funding for infrastructure. Each university will have an individual meeting with the Ministry next week to determine the impact on them of the implementation of the new funding formula in light of the budget announcements. We do stand to lose close to \$2 million as a result of the claw back on international students' tuition.

Concordia and McGill

Both Concordia and McGill universities are suing the Government of Quebec. They are challenging the tuition increases and the penalties that could be imposed upon them should they not reach the 80% French language competency mandate set out by the Government. They are not challenging the need for English-language universities to provide more opportunities for non-Quebec resident students to learn to speak French and about the Quebec culture. Bishop's is not, at present, going this route. We are in a different position given our exemption to the tuition increase as well our exclusion from penalties for the above-mentioned French fluency mandate established by the Government. Our position remains the same as it has been since the measures were announced

last Fall: we are not in agreement with the measures being imposed by the Government as they target and harm important English language institutions and are harmful to Quebec society as a whole.

The Value of Universities to Quebec and Canada: bilingual roundtable panel discussion

On Monday March 13, the Principal participated in an event jointly organized by the McGill Institute for the Study of Canada and the Consortium of English Language CEGEPs, Colleges and Universities of Quebec.

The panel, moderated by Francine Pelletier, journalist, documentary filmmaker, journalist-in-residence at Concordia University, featured a conversation with Graham Carr, President and Vice-Chancellor, Concordia University; Deep Saini, President and Vice-Chancellor, McGill University; Martine St.-Victor, General Manager, Edelman Montreal; Val Walker, Chief Executive Officer, Business and Higher Education Roundtable (BHER) and the Principal. It was a well-attended event including some members of our Board of Governors.

There is discussion about holding more of these conversation with the public-at-large.

Collaboration with Federal Government

A meeting with Minister François-Philippe Champagne (Innovation, Science and Industry) is scheduled for Monday, March 18 to discuss Federal Government funding for cutting-edge research at smaller and regional universities, including funding for the POET Project, a space-based exoplanet observation telescope project led by Bishop's..

ITEM 6 STUDENTS' REPRESENTATIVE COUNCIL PRESIDENT'S REPORT

SRC President Sophia Stacey provided highlights of her report to the Board:

Student Safety Fee Referendum

On the recommendation of the Executive Team, the Board of the SRC voted in favour of holding a referendum on the introduction of a Student Safety Fee of \$9.00 per year. The fee will allow the SRC to continue to provide free and sustainable menstruation products and free safe and reliable transportation after dark to all students, alongside the establishment of a community health and safety fund that any student, community member, or group can apply to for health, safety, and wellness related projects. The referendum was held on February 19 and 20 at the same time as the Executive elections. Sophia Stacey was pleased that the Student Safety Fee overwhelmingly passed. Six hundred students, or 22% of the student body, participated in the referendum.

Executive Election Candidates and Debate

Elections for next year's Executive took place on February 19 and 20. Two candidates were on the ballot for the positions of President and of Vice-President of Student Life. One candidate campaigned for the position of Vice-President of Academic Affairs.

The newly elected members of the SRC Executive Council for 2024-25 are: President, Drew Henkel, Vice-President of Academic Affairs, Roser Rise, and Vice-President of Student Life, Lacey Baillairgé.

Sophia Stacey thanked Drew Henkel for accepting this important position and wished him well.

ITEM 7: ACADEMIC REPORT

Vice-Principal Academic and Research, Dr. Andrew Webster, referred members to his report for detailed information on the work being undertaken by Senate and its Committees.

He reminded Governors that at its meeting on June 9, 2023, the Board approved a Policy on the Use and Quality of the French Language (*Politique sur l'usage et la qualité de la langue française*) for Bishop's. This was adopted following a requirement of the Charter of the French Language. On December 14, 2023 the Minister for Higher Education announced the final outcome on the changes that the Quebec government will implement with respect to tuition fees for non-Quebec resident students. These changes included special measures regarding expectations on French language fluency for students at Bishop's, Concordia and McGill.

Starting in 2025, English-language universities will be mandated to ensure that 80% of their newly enrolled non-Quebec resident undergraduate students attain level 5 for oral proficiency on the Quebec scale of French proficiency (*Échelle Québécoise des niveaux de compétence en français*) by the time they complete their degree. The *Échelle Québécoise* comprises a 12-level scale; level 5 is the first of four levels in the intermediate proficiency category. This requirement applies to the university and the level of proficiency measures for the cohort of students as a whole; individual students will be under no obligation to attain a specific level of proficiency. The Senate ad hoc Committee on the French Language and Culture in Quebec will begin its work on determining how we support our institutional approach to increasing opportunities to learn French and about Quebec culture and society. Addressing this issue through Senate will ensure that we both engage with key stakeholders in developing our approach, while safeguarding the principles of academic governance over any curriculum changes that may be proposed.

When asked if we had a baseline of the level of French that incoming students have, the Principal commented that we had added a self-assessment question at the time of application.

ITEM 8: RESEARCH REPORT

Dr. Matthew Peros, Interim Associate Vice-Principal Research highlighted various elements of his written report including:

Research Week 2024 is taking place next week, March 18-21. Among the activities that week will be talks by faculty members and postdoctoral fellows across all Divisions and Schools, as well as a range of student competitions (best poster, "pitch perfect", and creative art) highlighting and celebrating research activities across the university.

The Senate Research Committee (SRC) has started working on strategic planning which includes: 1) identifying research strengths at BU and what areas we should focus on for the next five years; 2) leveraging capacity (i.e., being more efficient with our resources); and 3) creating a communication toolbox, which will include a communications plan, needs based assessments, promotion and public relations tools, etc. The Committee is also working on draft policies pertaining to Postdoctoral Fellows, Visiting Scholars, and Adjunct Professors.

He referred Governors to his report for the list of Research and Scholarly/Creative books and articles recently published by members of our Faculty.

ITEM 9: REPORT OF THE FINANCE AND AUDIT COMMITTEE

Murielle Lortie, Chair of the Finance and Audit Committee, informed Governors of the substance of the Committee's February 20 meeting. The main topic addressed was the approval of the audit plan. The auditors from Raymond Chabot Grant Thornton presented their audit plan for the coming year. Ms Lortie referred to page 32 of the audit plan where there is a synopsis on the role of a board of directors and on its responsibility of setting the institution's culture and oversight of management as well as a break down of what the auditors look for. The Committee met with the auditors in camera; there were no significant issues raised.

Murielle Lortie then referenced the risk management report presented followed by the results of the 2023-2024 projected balanced budget. She completed her report by mentioning that the Committee discussed the development of a cash management policy which will be brought forward to the Board in the coming months.

ITEM 10: AD HOC OVERSIGHT COMMITTEE FOR KWIGW8MNA

Vice-Principal Finance and Administration Isabelle Goyette presented a summary of the Committee's report to the Board. The Ad Hoc Oversight Committee members (Suzie O'Bomsawin, Abel Bosum, Michael Goldbloom, Sébastien Lebel-Grenier and Isabelle Goyette) met on January 30, 2024, the 10th meeting since the Committee was created on September 27, 2019. She informed the Board that, considering the delay in starting construction and issues which have arisen at the construction site so far, the building will only be ready to welcome users in January 2025 as opposed to October 2024.

The risk that the project costs exceed the budget has changed from high to moderate. The cost for the construction contract is known since we awarded the contract but there is still the possibility of cost overruns considering the age and condition of the building.

Isabelle Goyette recognized Shawna Chatterton-Jerome's contributions to the project while her colleague was away on leave.

ITEM 11: SUSTAINABLE DEVELOPMENT AND BUILT ENVIRONMENT COMMITTEE

Isabelle Goyette, Vice-Principal Finance and Administration, presented the main elements of the projects being undertaken:

Paterson

The project team continued to work on detailed project drawings and plans for the additional wing in Paterson. The main changes since the December Board report are:

- We are now planning to build 51 beds as opposed to 49 as we changed the design of the second floor of the additional wing.
- Our intent is to be ready to go out for tender after the construction holiday in August 2024 (previously planned for May 2024) which means we plan to open the building to welcome students in January 2026 as opposed to Fall 2025 as stated in the last report.

Educational Farm

Since the last report to the Board in December, the professional team working on the Educational Farm has updated the Phase 1 budget to \$5M, using the actual expenses for the construction work which is now 50% completed. The budget included in the 2023-28 Capital Plan approved by the Board of Governors in June 2023 for Phase 1 (building and pond) was \$3.1M. We are confident that donations for the missing \$2M funding required to complete this project can be secured. Once the additional funding is confirmed, a formal request to the Board of Governors to increase the budget for this project from \$3.1M to \$5M will be presented.

Coulter Field Entrance and Infrastructure renovations

Since the last report to the Board in December, the professional team updated the budget to \$4.3M using construction plans finalized at 90%. The budget included in the 2023-28 capital plan approved by the Board of Governors in June 2023 was \$2.6M. The additional \$1.7M will be funded by the MES capital grant (PQI).

The variances are mainly explained by:

- 1- Inflation on construction costs is much higher than expected. The \$2.6M budget was coming from estimates made in 2022. From 2022 to 2024, the inflation in construction business reached peaks of 20%, which is more than double the regular inflation.
- 2- Replacement of the potable water line which was not included in the initial project scope.
- 3- Additional budget to decontaminate the soil which was only known after analyzing soil samples.
- 4- The construction site will be more complex than anticipated to manage due to work being performed below the water table level and work being performed in a high traffic area (many users and various means of transportation: pedestrians, bikes, cars, deliveries).

We are planning to go out for tender in early March 2024 to start construction in May 2024.

DRAFT RESOLUTION 2023-06-01

For the budget increase of the

Coulter Field entrance and infrastructure renovation project budget

WHEREAS the Board has approved the initial budget of \$2.6M for the renovation of the Coulter Field entrance and infrastructure at its June 9, 2023 meeting as part of the 2023-28 Capital Plan;

WHEREAS the University needs an additional budget of \$1.7M to complete the project;

WHEREAS this \$1.7M extra budget will be funded by MES capital grant (PQI);

AND WHEREAS the project was discussed with the Sustainable Development and Building Environment Committee;

BE IT RESOLVED THAT the Board of Governors approves the revised budget of \$4.3M for the Coulter Field entrance and infrastructure renovation project.

Moved by: Pierre Cossette

Seconded by: Murielle Lortie

Motion carried.

Vice-Principal Finance and Administration Isabelle Goyette then introduced the issue of demolishing the buildings the University owns that are located at 2848-50 and 2856-58 College Street which have been vacant since 2020. These buildings are located in a flood plain with a flood recurrence rating of 0-20 years.

The University has initiated the process of requesting demolition permits from the City of Sherbrooke and recommends that the Board authorize any two of the four signing officers to sign any documents relating to this process. The signing officers are the Principal and Vice-Chancellor and the three Vice-Principals.

DRAFT RESOLUTION 2023-06-02

APPLICATION FOR DEMOLITION PERMITS FOR

THE BUILDINGS LOCATED ON 2848-50 AND 2856-58 COLLEGE STREET

AND DELEGATION OF SIGNING AUTHORITY

WHEREAS Bishop's University owns the land and buildings identified as 2848-50 and 2856-58 College Street that are located in a 0-20-year flood zone;

WHEREAS these properties have experienced flooding on three occasions since 2010;

WHEREAS for security and cost reasons the University recommends demolishing the buildings located on 2848-50 and 2856-58 College Street to create a green space;

WHEREAS the project was discussed with the Sustainable Development and Built Environment Committee;

AND WHEREAS the University's Signing Authority Policy requires approval by the Board of Governors for any real estate transaction (*d.11, s12.2.2*);

BE IT RESOLVED THAT the Board of Governors authorizes the University to present applications to demolish the building located on 2848-50 and 2856-58 College Street;

AND BE IT FURTHER RESOLVED THAT the Board of Governors authorizes any two of the signing officers of Bishop's University (the Principal and Vice-Chancellor and the three Vice-Principals) to co-sign any and all documents related to the applications.

Moved by: Kent Carson

Seconded by: Jessica Riddell

Nanci Chagnon asked if the University had considered the future use of the land and whether a parking lot had been considered by the Committee. Isabelle Goyette confirmed that discussions with the City of Sherbrooke are underway about creating a green space for the community.

Motion carried.

Vice-Principal Finance and Administration, Isabelle Goyette completed her report by highlighting the fact that on April 20, 2023, the University achieved carbon neutrality in terms of greenhouse gas emissions (GHGs), from owned and controlled sources and energy purchases (scopes one and two) by purchasing 1,918 tons of CO₂e at a cost of \$22,264. This year, on February 15, 2024, to maintain carbon neutrality the University only needed to purchase 1,622 tons of CO₂e for \$18,710. The reduction of GHGs from 2021-22 to 2022-23 of 296 tons of CO₂e was mainly due to the replacement of gas heating with electric heating in several buildings.

ITEM 12: GAITERS AIR TRAVEL CONTRACT

Vice-Principal Student Affairs, Stine Linden-Andersen, presented for approval the proposal for a three-year contract for air travel for the University's football team to continue to compete in the Atlantic University Sport league.

She explained that at the close of the call for tenders on February 29, 2024, two tenders were received. As per the Act respecting contracting by public bodies, and the Regulation respecting certain service contracts of public bodies, the University must award the contract to the eligible bidder who submitted the lowest compliant tender.

The eligible tenderer that presented the lowest compliant tender is CHRONO JET with a total price of \$622,768 for three years for four trips per year. The contract will start May 1, 2024 for a three-year period ending April 30, 2027.

Previous funding for air travel to the Maritimes for the Gaiter Football Team, secured from generous philanthropic support from several donors, has been exhausted. A new future funding source will need to be determined by the University for this three-year period.

DRAFT RESOLUTION 2023-6-03
FOR THE APPROVAL OF THE
SERVICE CONTRACT FOR Air Travel for Gaiter 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, Vice-Principal 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

Sophia Stacey raised questions on the source of funding this contract given the lack of commitment on the part of donors and on the equity of concentrating this amount of money to one of the 10 varsity teams. Vice-Principal Linden-Andersen responded that a new athletics fundraising campaign had been initiated to secure funds. A gender audit, as requested in the CCLISAR report, which will demonstrate the cost per student athlete will be forthcoming. Jessica Riddell commented that to ensure sustainability of varsity sport and other teams, a conversation on what that return on investment is for varsity, athletics and for recreation would be worth having. Some hard questions may have to be raised. Principal Lebel-Grenier assured Board members that a deep review of the long-term funding needed to support student athletics is a priority.

Motion carried.

One voted against.

ITEM 13: SEARCH COMMITTEE UPDATES

Principal Sébastien Lebel-Grenier said that the Ad hoc Search Committees for a Secretary General and for an Associate Vice-Principal, Recruitment, Marketing and Communications have been meeting. The Committee for a Vice-Principal Student Affairs will be convened shortly and begin its work.

ITEM 14: AD HOC SEARCH COMMITTEE FOR THE DEAN OF THE WILLIAMS SCHOOL OF BUSINESS

Principal Lebel-Grenier presented the recommendation that the Board constitute an Ad Hoc Search Committee for the recruitment of a Dean of the Williams School of Business in accordance with the

Statutes of Bishop's University given Professor Atanasiadis' decision to complete her mandate at the end of June 2024.

DRAFT RESOLUTION 2023-06-04

FOR THE ESTABLISHMENT OF AN AD HOC SEARCH COMMITTEE

FOR A DEAN OF THE WILLIAMS SCHOOL OF BUSINESS

WHEREAS the Principal and Vice-Chancellor recommends the establishment of an Ad Hoc Search Committee for a Dean of the Williams School of Business in accordance with Division V of the Statutes of Bishop's University;

BE IT RESOLVED THAT an Ad Hoc Committee is established with the mandate and composition set out in Appendix I to this document;

AND BE IT FURTHER RESOLVED THAT the External member of the Board of Governors on the Ad Hoc Search Committee for a Dean of the Williams School of Business be Kent Carson.

Moved by: Murielle Lortie

Seconded by: Nanci Chagnon

Motion carried.

ITEM 15: WORKING GROUP TO REVIEW THE RECRUITMENT AND APPOINTMENT PROCESS FOR THE PRINCIPAL AND VICE-CHANCELLOR

Chair of the Governance and Ethics Committee, Tova White, informed Governors that the Working Group will hold its first meeting in the coming weeks. A commitment was made to the community to do a comprehensive review of the feedback from all stakeholders on the search process for a Principal. After consultations with Search Committee members and benchmarking best practices, a draft document has been prepared for Working Group members to react to in advance of the first meeting. An update will be provided in April.

ITEM 16: EMPLOYMENT ENGAGEMENT SURVEY

Principal Lebel-Grenier asked Paul Mastrangelo of TalentMap, the company which carried out the employee engagement survey, to provide Governors with an overview of the results.

Mr. Mastrangelo began by qualifying the survey as not a report card but more a pulse on employees' current state of their place within the institution and something to work towards. He then extensively summarized the results of the survey. The participation rate of 53% of Bishop's employees was lower than that of equivalent smaller universities, which is 71%. Nevertheless, there was enough data to work with.

The university engagement score is about eight percentage points lower than other educational institutions. Nevertheless, 60% of employees at Bishop's said they would recommend this place of employment, which is still 15 points lower on average than at other educational institutions.

Dimensions most below the benchmark are: Performance Management -21, Innovation -21, and Information and Communication at -19. One score is above the benchmark (Student Satisfaction is a primary focus +9), and one score is at the benchmark: Senior Leadership is effective at being visible.

Principal Lebel-Grenier commented that it was a great starting point for action. He recognized Dr. Michael Teed who is working with Associate Vice-Principal, Human Resources, Nick Andrews. Next steps include meeting with managers to discuss overall scores and then individual meetings will occur to review department scores. When meetings occur with employees Dr. Teed will be attending to provide support as requested by the APBU. Once those meetings take place, focus groups will be organized to address some of the major areas of concern.

Board member Tova White offered the assistance of the HR Committee.

Principal Lebel-Grenier concluded by saying that this exercise will be undertaken every two years to help us track improvements.

ITEM 17: SOLAR ECLIPSE

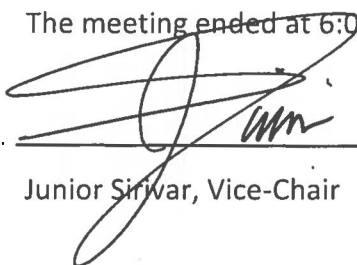
Dr. John Ruan and Dr. Lorne Nelson provided a summary of the solar eclipse taking place on Monday, April 8 and how Bishop's campus is extraordinarily located to fully experience this once in a lifetime event.

ITEM 18: 2024-25 MEETING DATES


Denise Lauzière, Interim Secretary General, presented the proposed schedule of Board meeting dates for the 2024-25 year.

The open session ended at 5:57 p.m.

The meeting ended at 6:07 p.m.



Junior Sirwar, Vice-Chair



Denise Lauzière
Interim Secretary General