

JUNE 14, 2019

MINUTES
MCGREER 100

- Chair:*** Robert Hall
- Present:*** Jane Brydges, Kent Carson, Pierre Cossette, Michael Goldbloom, Marilyn Hardy, Brian Levitt, Michel Marleau, Nadia Martel, Cathy McLean, Daniel Miller, Scott Stoddard, James Sweeny, Tova White
- Regrets:*** Anthony Di Mascio, Andrew Stritch
- Senior Administration:*** Nick Andrews, Marie-Josée Dufour, Isabelle Goyette, Corinne Haigh, Denise Lauzière, Stine Linden-Andersen, Michele Murray, Jacquie Scott, Miles Turnbull
- Guests:*** Claire Grogan, Kerry Hull, Heather McKeen-Edwards, Matthew Peros, Dan Seneker, Calin Valsan
- Secretary:*** Trygve Ugland

ITEM 1: CHAIR'S WELCOME

The Chair called the meeting to order at 3:08 p.m. He welcomed the newly elected Governors Dr. Heather McKeen-Edwards and Dr. Calin Valsan, and the two interim Deans of Arts and Science, Dr. Claire Grogan and Dr. Kerry Hull. He also welcomed the SRC President, Ms. Marilyn Hardy, to her first official meeting.

ITEM 2: APPROVAL OF AGENDA

No modifications to the agenda were requested. Mr. Michel Marleau moved approval of the agenda and Mr. Kent Carson seconded the motion.

Motion carried.

ITEM 3: APPROVAL OF MINUTES OF THE APRIL 26, 2019 MEETING

No modifications to the minutes were requested. Dr. Daniel Miller moved approval of the minutes of the April 26, 2019 meeting and Ms. Tova White seconded the motion.

Motion carried.

ITEM 4: BUSINESS ARISING

There was no business arising from prior meetings.

ITEM 5: PRINCIPAL'S REPORT

The Principal reported that the Chancellor's Dinner was attended by a record 715 graduating students, parents, faculty, staff and guests. The Chancellor's Dinner and Convocation ceremonies are a wonderful opportunity to present Bishop's to parents and family members and feedback from participants indicates that our efforts in hosting these events are greatly appreciated. More than 80% of graduates return for Convocation activities, a testament to the importance of celebrating their achievement here with their fellow graduates. Convocation entails significant effort by people across the University. Several Board members noted that they enjoyed themselves and heard many positive comments.

The University has been awarded an additional recurring annual grant of \$1M to support its role in the socio-economic development of the Sherbrooke region. Dr. Daniel Miller asked for the specific conditions attached to these additional funds. The Principal indicated that the University will be transparent about the criteria imposed by the *Ministère de l'Éducation et de l'Enseignement supérieur* for allocation of the \$1M. Vice-Principal Academic Miles Turnbull added that an additional \$600K has been awarded to the School of Education.

The Principal congratulated Mr. Pierre Cossette, Recteur of the University of Sherbrooke, for his election as President of the Bureau de Coopération Interuniversitaire (BCI).

ITEM 6: ACADEMIC REPORT

The Vice-Principal Academic, Dr. Miles Turnbull, spoke to the Academic report. Enrolment levels are slightly higher than at the same time last year, but continue to fluctuate. The deadline for students to confirm their acceptance is June 1st. Dr. Turnbull reported that the hiring process for the CRC positions is proceeding well.

ITEM 7: SMOKING POLICY UPDATE

Associate Vice-Principal Human Resources Nick Andrews, introduced the Smoking Policy update and invited the Chair of the Joint Health and Safety Committee, Dr. Matthew Peros, to present the proposed Policy on a Smoke Free Environment.

Dr. Peros explained that the Quebec government has adopted legislation that further restricts smoking in post-secondary institutions and requires universities to adopt a tobacco control policy geared to establishing a smoke free environment. He said that 62% of Canadian universities have either adopted completely smoke free policies or are committed to becoming smoke free within the next few years.

Bishop's Joint Health and Safety Committee consulted with stakeholders and received hundreds of comments, many of which were incorporated into the proposed Policy. In February 2019, the Students' Representative Council held a student referendum on the University becoming a smoke free institution. The majority of students approved the resolution.

The proposed Policy establishes Designated Smoking Areas that will replace the current allowance for smoking outside as long as it is done at least nine metre from entryways. Mr. Andrews noted that there will be abundant signage indicating that the campus is smoke free except for the designated areas. Dr. Peros said that a built-in review process will allow for changes to the Policy if the Designated Smoking Areas need to be adjusted based on use and feedback received. In response to a question from the Board, Mr. Andrews said that the signage should be in place before the Fall session.

RESOLUTION 2018-10-01 FOR THE APPROVAL OF THE POLICY ON A SMOKE FREE ENVIRONMENT

WHEREAS the University's Statutes state that the Board of Governors shall be responsible for general oversight and policymaking (Division 1, Section 1.1);

WHEREAS Student Representatives' Committee held a referendum on the question of becoming a Smoke Free institution and the majority of students approved;

WHEREAS the Health and Safety Committee held public consultations on the Policy and integrated the feedback received;

BE IT RESOLVED that the Board of Governors approves the Policy on a Smoke Free Environment which replaces the University Non-Smoking Policy.

Moved by: James Sweeny

Seconded by: Nadia Martel

Motion carried.

ITEM 8: REPORT OF THE FINANCE COMMITTEE

The Chair of the Finance Committee, Mr. Michel Marleau, introduced the report and invited the Vice-Principal Finance and Administration, Ms. Isabelle Goyette, to present the 2019-20 Capital Plan and the proposal for financing the Munster renovation.

RESOLUTION 2018-10-02
FOR THE APPROVAL OF THE
2019-24 CAPITAL PLAN

WHEREAS the Ministère de l'Éducation requires approval by the Board of Governors of the 2019-24 Capital Plan;

WHEREAS the Finance Committee of the University has discussed the 2019-24 Capital Plan and the risks associated with it;

BE IT RESOLVED that the Board of Governors approves the 2019-24 Capital Plan as presented by the Vice-Principal Finance and Administration and set out in the 2019-20 Budget Report.

Moved by: Marilyn Hardy

Seconded by: Michel Marleau

Motion carried.

Vice-Principal Finance and Administration Isabelle Goyette then reviewed the Munster financing proposal.

Ms. Goyette explained that Finance Québec contacted the University after the last Finance Committee meeting. The recommendation of Finance Québec was changed to reflect new rates and terms communicated to them. Ms. Goyette said that the updated proposal for the Munster borrowing plan is also for a 15-year term and represents a difference in rate of 0.2074%.

RESOLUTION 2018-10-03
FOR THE APPROVAL OF THE
MUNSTER BORROWING PLAN

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

WHEREAS an invitation to bid was launched by Finance Québec;

WHEREAS the Finance Committee of the University has discussed the financing options and agrees with the University strategy;

BE IT RESOLVED THAT the Board of Governors approves the borrowing of up to a maximum of \$6,500,000 in accordance with the terms set out in Memo 08iv;

BE IT FURTHER RESOLVED THAT the Board of Governors authorizes two of the signing officers of Bishop's University (Principal and Vice-Chancellor, Vice-Principal Finance and Administration, Vice-Principal Academic) to co-sign any and all documents required to complete this transaction.

Moved by: Michel Marleau

Seconded by: Pierre Cossette

Motion carried.

As a point of information, Mr. James Sweeny mentioned that in 1999 the Marjorie Donald House, the Memorial Hall and Bishop Mountain House were grouped together to be collectively called the Dunn University Centre in honour of the sustained support the University had received from the Dunn family. Mr. Sweeny also noted that Library Learning Commons makes no mention of the John Bassett Memorial Library.

Ms. Cathy McLean asked that the Ad Hoc Committee for the Oversight of the Student Centre renovation be informed about the correct name and about the policy for naming of University natural and built property.

ITEM 9: SUSTAINABLE DEVELOPMENT COMMITTEE REPORT

Vice-Principal Finance and Administration Isabelle Goyette spoke to the Sustainable Development Committee report. The committee met once during the 2018-2019 academic year, on May 29, 2019 and discussed the 2019-24 Capital Plan as well as initiatives taken and proposed by the Sustainable Development Student Intern, Laura Wilmot. The Sustainable Development Committee is comfortable with the Capital Plan as presented.

Ms. Goyette said that the Committee supports updating the committee mandate and composition. Governors spoke to the importance of having a strong, functional committee overseeing the University's Sustainability efforts.

ITEM 10: AD HOC OVERSIGHT COMMITTEE FOR THE HOUSING PLAN REPORT

The Chair of the Ad Hoc Oversight Committee for the Housing Plan, Ms. Cathy McLean spoke to the report. The Kuehner and Munster renovations are essentially complete. Both residences are functional and occupied. The University is hoping for government approval of a proposal to transform Norton into an academic space. A new residence, accommodating approximately 100 beds and designed to integrate with existing campus surroundings, will be constructed across from the Dewhurst dining hall. Construction is planned to begin in Spring 2020.

ITEM 11: AD HOC OVERSIGHT COMMITTEE FOR THE STUDENT CENTRE REPORT

The Chair of the Ad Hoc Oversight Committee for the Student Centre, Mr. Kent Carson spoke to the report. He explained that the bids for tender are expected to exceed the budget due to limited contractor availability. Office relocations have been taking place as planned, and work is expected to start in June 2019. The Call for Tender deadline was May 24, 2019.

ITEM 12: STUDENT CENTRE CONTRACTOR

Vice-Principal Finance and Administration Isabelle Goyette presented the bids for the renovation of the Student Centre. All of the acceptable bids exceeded the budget approved by the government in Fall 2018. Following a request by the University, the government increased the approved budget for the project to \$16.3M from \$15M.

RESOLUTION 2018-10-04
FOR THE APPROVAL OF
CONTRACT FOR THE STUDENT CENTRE PROJECT
AND DELEGATION OF SIGNING AUTHORITY

WHEREAS the Board approved the budget for the Student Centre renovation project in the 2019-24 Capital Plan;

AND 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 Construction Gératek Ltée., the bidder which submitted the lowest acceptable bid;

AND BE IT FURTHER RESOLVED that the Board of Governors authorizes Michael Goldbloom, Principal and Vice Chancellor, and Isabelle Goyette, Vice-Principal Finance and Administration, to co-sign the contractor contract related to the Student Centre project.

Moved by: Scott Stoddard

Seconded by: Marilyn Hardy

Motion carried.

ITEM 13: RISK MANAGEMENT POLICY

Vice-Principal Finance and Administration Isabelle Goyette presented the Risk Management Policy and explained its importance to the University. Many Governors remarked that the policy was in line with industry standards, and the Chair of the Audit Committee Michel Marleau noted that the Audit Committee would be reviewing the policy regularly.

RESOLUTION 2018-10-05
FOR THE APPROVAL OF A
RISK MANAGEMENT POLICY

WHEREAS the Board of Governors is responsible for general oversight and policymaking;

WHEREAS the Risk Management Policy was reviewed by the Audit Committee;

AND WHEREAS the Executive Group has endorsed the proposed Policy and recommended that it be brought forward to the Board for approval;

BE IT RESOLVED that the Board of Governors approves the Risk Management Policy.

Moved by: Daniel Miller

Seconded by: Scott Stoddard

Motion carried.

ITEM 14: JOHNVILLE BOG & FOREST PARK – WATER COLLECTION EASEMENT

Vice-Principal Finance and Administration Isabelle Goyette presented the request from the Town of Cookshire-Eaton regarding the harvesting of water from an existing water extraction site in the Johnville Bog and Forest.

Mr. James Sweeny suggested that the lot number be confirmed as the Registre des cadastres has been updated since the initial land transfer in 2010. He also asked if an environmental impact study had been carried out, as he was concerned about the long-term impact of water harvesting on the water table.

Mr. Michel Marleau noted that the agreement was using contradictory terms: the easement is to be granted *in perpetuity* whereas the annual \$5000 support for the management of the Park is only for 10 years.

The Principal suggested that the item be withdrawn from this meeting's agenda and brought back at a future meeting once further verifications had been conducted. Following discussion, the following resolution was proposed subject to the Vice-Principal of Finance and Administration being presented with written assurance of the environmental sustainability of the proposed water extraction.

RESOLUTION 2018-10-06
FOR THE APPROVAL OF AN EASEMENT FOR WATER COLLECTION
IN THE JOHNVILLE BOG & FOREST PARK
TO THE TOWN OF COOKSHIRE-EATON

WHEREAS the University has been co-owner, with the Université de Sherbrooke, of the Johnville Bog & Forest Park since 2010;

WHEREAS the two universities commissioned Nature Eastern Townships (NET) to act as a verification and validation body for the water source rehabilitation process;

WHEREAS the Town of Cookshire-Eaton has requested an easement of perpetual unsecured water harvesting on lot 28A of range 4 of the Eaton Township Land Register;

WHEREAS Town of Cookshire-Eaton requires a resolution to appoint a representative to act on behalf of the University;

WHEREAS the University's Signing Authority Policy, s 12.2.2, requires that real estate transactions be approved by the Board of Governors;

AND WHEREAS the Vice-Principal Finance and Administration has received written assurance of the environmental sustainability of the proposed water harvesting;

BE IT RESOLVED THAT the Board of Governors authorizes the University to grant the Town of Cookshire-Eaton the easement requested;

AND BE IT RESOLVED THAT Michael Goldbloom, Principal and Vice-Chancellor and Isabelle Goyette, Vice-Principal Finance and Administration are authorized to sign the necessary paperwork with the Town of Cookshire to complete the servitude;

AND BE IT FURTHER RESOLVED THAT this decision and all pertaining documents remain confidential until the decision is published in the *registre foncier du Québec*.

Moved by: Kent Carson
Seconded by: Michel Marleau
One vote opposed.
No abstentions.
Motion carried.

ITEM 15: SECRÉTARIAT AUX RELATIONS AVEC LES QUÉBÉCOIS D'EXPRESSION ANGLAISE
Vice-Principal Academic Miles Turnbull presented the request for the Board to endorse the University's grant applications.

RESOLUTION 2018-10-07

FOR THE ENDORSEMENT OF AN APPLICATION BY BISHOP'S UNIVERSITY FOR FUNDING FROM
THE SECRETARIAT FOR RELATIONS WITH ENGLISH-SPEAKING QUEBECERS

WHEREAS Bishop's University is engaged in a range of activities aimed at supporting English-speaking Quebecers;

AND WHEREAS funding is available from The Secretariat for relations with English-speaking Quebecers to support these activities;

BE IT RESOLVED THAT the Board of Governors of Bishop's University endorse the University's applications for two projects to The Secretariat for relations with English-speaking Quebecers over the next three years (2019-20, 2020-21, 2021-22):

- Project 1 - *Soutien aux québécois d'expression anglaise en Estrie* - For a total of \$450,000
- Project 2 - *Réseau d'institutions postsecondaires de langue anglaise* – For a total of \$525,000

AND BE IT RESOLVED THAT the Board of Governors authorize Principal Goldbloom to submit a proposal, sign the funding applications and sign the agreement.

Moved by: James Sweeny

Seconded by: Nadia Martel

Motion carried.

Open session ended at 4:40 p.m.



Robert Hall, Chair



Trygve Ugland, Secretary

