

**SEPTEMBER 27, 2024
BISHOP'S UNIVERSITY
MCGREER 100 AND BY VIDEOCONFERENCE**

MINUTES

Chair:	Murielle Lortie
Present:	Mark Caduc, Nanci Chagnon, Pierre Cossette, Alexandre Demers, Daniel Fournier, Christopher Gokiart, Drew Henkel, Sébastien Lebel-Grenier, Heather McKeen-Edwards, Alena Perout, Junior Sivirar, Calin Valsan
Regrets:	Abel Bosum, Kent Carson, Alexandra Lebel, Suzie O'Bomsawin, Jessica Riddell
Senior Administration:	Nick Andrews, Danai Bélanger, Julie Desjardins, Mark Gandey, Isabelle Goyette, Kerry Hull, Annick Lambert, Denise Lauzière, Jean Manore, Matthew Perros, Jacqueline Scott, Andrew Webster
Guest:	Annie Rainville and Camila Parra (RCGT)
Secretary:	Geneviève Gagné

1 CHAIR'S WELCOME

Chair Murielle Lortie called the meeting to order at 3:08 p.m., expressing her appreciation for the opportunity to serve as Chair of the Board of Governors. She welcomed new board members Alexandre Demers and Alena Perout, along with executive team members Danai Bélanger (Vice-Principal, Student Affairs), Annick Lambert (Associate Vice-Principal, Recruitment, Marketing, and Communication), and Geneviève Gagné (Secretary General), inviting them to offer brief introductions. The Chair also acknowledged Alexandra Lebel, who had sent her regrets.

2 APPROVAL OF AGENDA

The agenda was approved without modification.

The agenda was adopted as presented.

3 APPROVAL OF MINUTES

The minutes of the June 14, 2024, meeting were approved as presented.

The minutes were adopted as presented.

4 BUSINESS ARISING

Principal Lebel-Grenier informed the Board of Governors of his joining the *Bureau de coopération interuniversitaire* (BCI) Executive Committee, enabling the BCI to include representation from an Anglophone university.

Principal Lebel-Grenier continued by mentioning the federal government's intention to reduce by 10 % the quotas of international students' admission, including research students, adding to the recruitment challenges. He stated that Bishop's is actively working with other universities on the issue and will provide updates as the situation evolves.

5 PRINCIPAL'S REPORT

Principal Lebel-Grenier expressed gratitude to all who attended the portrait unveiling for former Principal and Vice-Chancellor Michael Goldbloom, and tree planting ceremony for former Chair of the Board Robert Hall, noting that the portrait will be displayed in Tomlinson Hall (McGreer 100). He went on to welcome the three new executive members and to highlight the success of Orientation Week, during which the new student cohort was warmly welcomed to campus.

Principal Lebel-Grenier then reviewed the university's financial outlook, noting that while last year's budget was balanced, a projected deficit of \$2 million is expected for 2024-2025. If unaddressed, this deficit could exceed \$8 million within five years due to rising costs misaligned with the new funding model for universities —emphasizing the need for prompt action to avoid serious repercussions. He outlined that a recovery plan is being developed in collaboration with deans and stakeholders to adjust the cost structure across both academic and non-academic areas, with a focus on sustainability and long-term resilience. Meetings with various university units are scheduled to begin within two weeks.

Despite the financial constraints, and the lack of anticipated government assistance Principal Lebel-Grenier emphasized viewing this challenge as an opportunity to assess the University's unique educational model, aiming for more effective growth, stronger enrollment and long-term sustainability. To support this, the University will initiate a strategic planning exercise focused on its identity as a liberal education institution, which will play a vital role in guiding its future success. Principal Lebel-Grenier noted that discussions will take place at the Board of Governors level throughout the year, with the goal of presenting key decisions at the June meeting.

Questions were raised regarding the government-imposed hold on capital project spending. Principal Lebel-Grenier explained that funding for maintenance has been drastically reduced from approximately \$4.5 million to \$900,000, with government directives limiting expenditures to pre-approved projects. He emphasized that while funding obligations for signed contracts must be honored, these restrictions will present future challenges.

Student Representative Council (SRC) President Drew Henkel reported on recent student initiatives, highlighting the success of Orientation Week, which welcomed approximately 600 new students. He expressed gratitude to all volunteers and University partners, particularly Director of Events Regan Russell, and noted the adherence of all volunteers to a new sobriety policy aimed at enhancing community safety during the events.

He also reported on the *Safe Drive initiative*, launched by the student union, which has provided weekend rides home for students on Friday, Saturday, and Sunday nights over the past few weeks. An average of twelve trips per night, each with two to three students, were conducted to promote student safety.

Drew Henkel further noted that the recent SRC Board retreat took place at Quebec Lodge, where members attended training sessions and adopted the annual plan and budget to support continued student services on campus. Director of Finance Taylor Morgan and Director of Events Regan Russell attended the Student Union Development Summit in British Columbia, engaging in discussions on various topics, including food insecurity and relationships with stakeholders, which are current issues across Canadian universities. The SRC President also attended the Quebec Student Union Conference in Montreal and joined the Pride Parade alongside with other community members.

On Campus, the SRC partnered with the Community Cupboard to secure accreditation with *Moisson Estrie*, a local food bank, allowing students access to a greater variety of food and hygiene products with the aim to increase the number of times students can access this service.

Questions were raised regarding student access to the food bank. The SRC President clarified that students must contact the Community Cupboard directly. This assistance is limited to a few times per student.

Drew Henkel also noted upgrades to the Gait venue and the addition of food services through the *Purple Pod* during the Gait's opening hours, enhancing student security

Finally, the SRC President informed the Board members on the SRC plans to undergo a structural reorganization, partnering with a consulting firm to improve governance and operations efficiency. This initiative is part of the five-year plan established in 2022, with implementation expected by 2025-2026.

Vice-Principal Academic and Research Andrew Webster provided an update on enrollment data, highlighting challenges from recent provincial and federal policy changes, including adjustments to the funding formula. While undergraduate enrollment remains steady, Quebec's new funding formula has significantly reduced revenue in this area. Graduate enrollment, especially in the master's in computer science, is below expectations, with annual variations warranting further analysis to understand the shortfall. The institution will evaluate international recruitment strategies over the coming months as part of ongoing enrollment strategy adjustments.

Associate Vice-Principal Annick Lambert outlined the strategic recruitment plan for the next twelve months, focusing on both undergraduate and graduate recruitment. She noted that external agents previously managed graduate recruitment, but some contracts have expired without renewal. The team is currently assessing potential new agent partnerships aligned with institutional needs. Moving forward, the recruitment strategy will adopt a more coordinated approach, integrating efforts with the graduate, research and finance teams to support the University's priorities.

Dr. Andrew Webster added that recruitment strategies are designed on an eighteen-month cycle, meaning initiatives planned in 2025 will impact Fall 2026 enrollment. Retention data will be a priority, given the University's already strong retention rate.

Dr. Webster highlighted the successful launch of the new Doctorate in Psychology (PsyD) program, which attracted 16 students from a pool of 80-90 applicants. Although the program is expected to generate revenue, the high clinic-related costs will have an impact on the timeline to which these revenues will be noticeable.

8 RESEARCH REPORT

Dr. Kerry Hull provided an update on the Celebration of Research event held in September, thanking Chair Murielle Lortie for attending. The event celebrated achievements across all levels, from graduate students' first publications to securing multi-year research contracts.

Dr. Hull highlighted areas for improvement in research support, specifically in the application process for research awards and the administration of awarded funds. She also acknowledged Annick Lambert for her contributions to increasing the visibility of research activities, which helps strengthen the University's research reputation and attract both students and faculty.

9 AMENDMENT OF STATUTES

Chair Murielle Lortie reminded members of the proposed changes to the Statutes, intended to align them with the current organizational structure. She noted that a 60-day notification period was provided, during which feedback was solicited, and that the purpose of this meeting is to approve the updated Statutes.

Secretary General Geneviève Gagné added that these revisions follow work conducted last year, with the 60-day notice issued at the beginning of July.

A question was raised regarding the rationale for adding an additional tier to the academic structure, with a request for clarification on the added value of this approach.

Principal Lebel-Grenier noted that the proposed changes were presented at the Board of Governors' June meeting, with feedback requested within the following two weeks and a subsequent 60-day notice issued. He clarified that the proposed amendments, detailed in the June document, also aim to adjust terminology in the Statutes to reduce confusion between the terms "division" and "faculty." No additional comments were received after the notification was issued. He added that any further concerns can be directed to the Secretary General and that a broader review of the Statutes is anticipated within the next two years.

**RESOLUTION 2024-01-01A
FOR THE AMENDMENT OF
THE STATUTES OF BISHOP'S UNIVERSITY**

WHEREAS the Statutes of Bishop's University provide in Section 12 of Division I that the Statutes may be amended only by resolution of the Board of Governors at a meeting duly called for that purpose;

WHEREAS the Secretary General submitted a written notice of motion incorporating the text of proposed amendments to the Board on June 14, 2024 and a revised version of the notice of motion on July 3rd, 2024;

BE IT RESOLVED THAT the Board of Governors approves the amendments to the Statutes of Bishop's University as indicated in Document 2024-01-09i.

On a motion duly proposed and seconded, the Board of Governors approved the resolution as presented.

10 NOMINATING COMMITTEE

Chair Murielle Lortie presented the nomination document on behalf of Yolande James for approval by the governors.

Secretary General Geneviève Gagné reminded governors that each board member is invited to serve on one or two committees, and Principal Lebel-Grenier emphasized the use of a competency matrix to align members' individual expertise with the appropriate committees.

**RESOLUTION 2024-01-01B
APPOINTMENT OR REAPPOINTMENT OF THE MEMBERS
OF THE COMMITTEES OF THE BOARD OF GOVERNORS**

WHEREAS s. 3.4 of Division I of the Statutes of Bishop's University provides that members of committees shall sit for a one-year term, which is renewable;

AND WHEREAS the Nominating Committee has proposed members for the Sustainable Development and Built Environment Committee, Committee on Life at the University, Finance and Audit Committee, Governance and Ethics Committee, Human Resources Committee, Information Resources Committee and the Ad-hoc Committee of the Board;

BE IT RESOLVED THAT the members of the Board Committees, as set out in Document 2024-01-10 – Appendix 2, be appointed or reappointed for a one-year term to end on the first Board meeting of the 2025-26 academic year.

On a motion duly proposed and seconded, the Board of Governors approved the resolution as presented.

11 Finance and Audit Committee

Chair Murielle Lortie introduced the Finance and Audit report, focusing on the audit of the 2023-2024 financial year, on behalf of Kent Carson who sent his regrets. She expressed her appreciation to Vice-Principal Finance and Administration Isabelle Goyette and her team for their relentless work done during this process and invited her to present the report.

At its recent meeting, the Finance and Audit Committee met to review:

- the draft of the 2023-24 audited financial statements;
- the auditors' report;
- the draft "Système d'information financière des universités" (SIFU) report;
- the Budgetary Rule 5.11 governing the remuneration for senior management;
- the declaration of conformity of the University's legal obligations;
- the 2024-25 forecast;
- the Recovery Plan process;
- the procurement report to the Government;
- the reappointment of the auditors for the 2024-25 fiscal year; and
- Government announcements on infrastructure spending for higher education institutions.

At this meeting, the Board of Governors is asked to approve:

- the audited financial statements;
- the list and amount of the interfund transfers;
- the "*Système d'information financière des université*" (SIFU) report;
- the statement of compliance with the *Budgetary rule 5.11* for 2023-2024; and
- the reappointment of the auditors for 2024-2025.

Vice-Principal Finance and Administration Isabelle Goyette provided an overview of the University's fiscal year, which runs from May 1 to April 30. She noted that the 2023–2024 fiscal year respected the budget approved by the Board of governors and marked the seventh consecutive year of a balanced budget, though the outlook for 2024–2025 is expected to differ significantly.

Isabelle Goyette reported an accumulated capital reserve of \$27.2M, designated for residence renovations, parking upgrades, and Sports Centre equipment. She highlighted positive cash flow, \$1.5M in interest revenue from higher rates, and a special grant as key factors covering unexpected 2023–2024 expenses, resulting in positive equity and a reduced deficit. She also presented budget categories and variances affecting the overall budget.

Vice-Principal Finance and Administration Isabelle Goyette explained the "*Système d'information financière des universités*" (SIFU) which requires the preparation of two sets of financial results. The MES rules compliant financial statements (FS) or "*Système d'information financière des universités*" (SIFU), adhering to the Generally Accepted Accounting Principles (GAAP) implemented in 2009–2010, are used for analysis, planning, conditional grant approval and performance review. The University manages and balances its operating budget in accordance with this framework, which is approved accordingly by the

Board. The Board was then presented with the annual interfund transfer required to be approved each year by the Board.

Vice-Principal Finance and Administration Isabelle Goyette explained the fund balance, noting that these liabilities are actuarially calculated in accordance with GAAP to reflect the University's obligations in the event of closure.

Isabelle Goyette introduced the RCGT auditors Annie Rainville and Camila Para which explained the audit report and the financial statements and gave an overview of the main components of the financial statements. The external audit also included government mandatory report such as the ÉnerUniv, GDEU, SIFU and Bill 95 reports. Chair Murielle Lortie expressed the satisfaction of the Audit Committee with the audit process.

RESOLUTION 2024-01-02
APPROVAL OF THE AUDITED FINANCIAL STATEMENTS AND INTERFUND TRANSFERS

WHEREAS the Finance & Audit Committee of Bishop's University recommends approval of the audited financial statements for the year ended April 30, 2024, and further recommends approval of the list and amount of the interfund transfers presented in Document 2024-01-11viii of \$9,042,592 as per the requirements of the *ministère de l'Enseignement supérieur*;

BE IT RESOLVED THAT the Board of Governors approves the audited financial statements for the year ended April 30, 2024;

AND BE IT FURTHER RESOLVED THAT the list and the amount of the interfund transfers of \$9,042,592 is authorized, as per the requirements of the *ministère de l'Enseignement supérieur*.

On a motion duly proposed and seconded, the Board of Governors approved the resolution as presented.

RESOLUTION 2024-01-03
APPROVAL OF THE 2023-2024
"SYSTÈME D'INFORMATION FINANCIÈRE DES UNIVERSITÉS"

WHEREAS the *ministère de l'Enseignement supérieur* requires that the Board of Governors approve the "Système d'information financière des universités" report;

WHEREAS the Finance & Audit Committee of Bishop's University recommends approval of the "Système d'information financière des universités" report for the year ended April 30, 2024;

AND WHEREAS the auditor (RCGT) performed the specified procedures as requested by the *ministère de l'Enseignement supérieur*, with no deviation noted;

BE IT RESOLVED THAT the Board of Governors approves the 2023-24 "Système d'information financière des universités" report.

On a motion duly proposed and seconded, the Board of Governors approved the resolution as presented.

RESOLUTION 2024-01-04
APPROVAL OF SIGNING AUTHORITIES
BUDGETARY RULE 5.11 FOR 2023-2024

WHEREAS the *ministère de l'Enseignement supérieur* requires that the Board of Governors submit a letter confirming that the University complied with Budgetary Rule 5.11 governing the remuneration conditions for senior managers in 2023-24;

WHEREAS the University Auditors (RCGT) have performed the specified procedures as requested by the *ministère de l'Enseignement supérieur* to validate compliance with Budgetary Rule 5.11;

AND WHEREAS the Finance and Audit Committee recommends that the Board of Governors authorizes Chair Murielle Lortie to sign on its behalf, a letter attesting that the University has complied with Budgetary Rule 5.11 for 2023-24;

BE IT RESOLVED THAT Board of Governors authorizes Chair Murielle Lortie to sign on its behalf, a letter attesting that the University has complied with Budgetary Rule 5.11 for 2023-24.

On a motion duly proposed and seconded, the Board of Governors approved the resolution as presented.

RESOLUTION 2024-01-05
APPROVAL OF SIGNING AUTHORITIES
OF DOCUMENTS RELATED TO CONTRACT

WHEREAS the Finance & Audit Committee of Bishop's University recommends the reappointment of RCGT as auditors of the University for the year ending April 30, 2025, in accordance with the mandate outlined in the 2021 call for tender;

WHEREAS the fee for the 2024-25 audit is set at \$83,250 and any additional mandates will be billed separately;

AND WHEREAS the Finance & Audit Committee recommends that Isabelle Goyette, Vice-Principal Finance and Administration, be authorized to sign any and all documents relating to this contract;

BE IT RESOLVED THAT the Board of Governors approves the reappointment of RCGT as auditors of the University for the year ending April 30, 2025;

AND BE IT FURTHER RESOLVED THAT Isabelle Goyette, Vice-Principal Finance and Administration, is authorized to sign all documents relating to this contract.

On a motion duly proposed and seconded, the Board of Governors approved the resolution as presented.

12 Information Resources Committee – ERP Project

Chair Murielle Lortie invited Chief Information Officer Mark Caduc to present the report of the Information Resources Committee on behalf of Kent Carson, who sent his regrets.

Chief Information Officer Mark Caduc provided an update on the ERP project initially presented in May. The project aims to replace outdated core administrative systems, including human resources, payroll, finance, and procurement, which will no longer be supported or updated beyond 2025. A new integrated solution is required to mitigate risk and streamline processes.

Since the project is large in scale, the University submitted an initial analysis to the government for approval, noting no recommended changes. The next phase, expected to take approximately six months, will involve a detailed analysis to support the recommendation of a final solution.

Questions were raised regarding the consultation processes, updates to Appendix B since May 2024, and the selection of shortlisted solutions. Chief Information Officer Mark Caduc provided an overview of the consultation process, which included analyzing systems used by Quebec universities, municipalities, and Maple League partners. End-user demos of Université du Québec's (UQ) SAFIRH system were also conducted.

The planning phase will involve more in-depth consultations on business processes and the current system, culminating in a recommendation to be reviewed by the Information Resources Committee and presented to the Board for approval. He clarified that the document presented remains identical to the one submitted in May, as no changes were suggested by the government.

Pierre Cossette noted that the provider Berger Levrault is currently undergoing a selling process. Chief Information Officer Mark Caduc thanked him for the update, adding that the UQ system is built on the Berger Levrault platform. He also highlighted that the government favors funding joint university solutions over individualized approaches.

**RESOLUTION 2024-01-06
APPROVAL OF ERP PROJECT**

“PROJECTS POUR LES SYSTÈMES ADMINISTRATIFS” (SIGRI: 1023605)

WHEREAS the University has submitted to the *ministère de l'Enseignement supérieur* (MES) a “*dossier d'opportunité*” (DO) for the ERP Project (SIGRI: 1023605);

WHEREAS the University has obtained from the MES a favorable opinion following the presentation of this DO;

WHEREAS the MES requires Board approval for the planning phase of the ERP Project;

AND WHEREAS the Information Resources Committee has reviewed and supports the ERP Project DO;

BE IT RESOLVED THAT the Board of Governors authorizes the planning phase of the ERP Project (SIGRI: 1023605) for a period of 6 months from the date of this decision for a cost of \$158,000.

AND BE IT RESOLVED THAT the Board of Governors authorizes Mark Caduc, Chief Information Officer, to submit documents related to the ERP project to the MES on its behalf.

On a motion duly proposed and seconded, the Board of Governors approved the resolution as presented.

13 Amendment to the Policy on the Usage and Quality of the French Language

Secretary General Geneviève Gagné reminded Governors that in 2023, all universities were required to update their Policy on the Usage and Quality of the French Language. Last May, the University received a letter from the government indicating non-compliance with requirements primarily due to missing information concerning complaint procedures. The policy was subsequently amended to address these issues. Once approved, the revised policy will be resubmitted to the government.

RESOLUTION 2024-01-07
APPROVAL OF THE REVISION OF THE POLITIQUE SUR L'USAGE
ET LA QUALITÉ DE LA LANGUE FRANÇAISE

THAT the Board of Governors approve the revision of the *Politique sur l'usage et la qualité de la langue française* as required by the Government of Quebec.

On a motion duly proposed and seconded, the Board of Governors approved the resolution as presented.

14 Consortium of English-language CEGEPs, Colleges and Universities of Quebec – Funding Request to the Government of Quebec

Principal Lebel-Grenier noted that this is brought before the Board as an opportunity to highlight the Consortium's work and Board support. He outlined the Consortium's mission to address the outmigration of Quebec anglophone students by fostering institutional collaboration to improve retention and ensure student success. Current initiatives focus on training and implementing programs to retain anglophone talent in the province.

He emphasized plans to expand the Consortium's role as a platform for political representation and advocacy. This includes addressing challenges faced by anglophone institutions and countering the government's narrative that English-language institutions do not support French language preservation or contribute to Quebec society. The Consortium aims to underscore the importance of these institutions in supporting anglophone communities and contributing to Quebec's identity.

Principal Lebel-Grenier explained that Bishop's University currently serves as the Consortium's fiduciary, managing grants primarily from the *Secrétariat aux relations avec les Québécois d'expression anglaise*. He noted that the new Assistant Deputy Minister, a former co-lead of the Consortium, is supportive of its mission, ensuring continued backing under their leadership.

He also shared plans to transition the Consortium into an independent entity, enabling access to additional funding sources, including federal programs through Heritage Canada. This expanded funding would significantly enhance advocacy, research, and support for English-language institutions.

RESOLUTION 2024-01-08
APPROBATION OF FUNDING REQUEST SIGNATURE AND SUBMISSION
BY THE PRINCIPAL AND VICE-CHANCELLOR FOR
THE CONSORTIUM OF ENGLISH-LANGUAGE CEGEPs, COLLEGES AND UNIVERSITY OF QUEBEC

WHEREAS Bishop's University is a member of the Consortium of English-Language CEGEPs, Colleges and Universities of Quebec (hereafter "Consortium");

WHEREAS the government funding received by the Consortium will expire in October 2024;

WHEREAS the Consortium wishes to apply for renewal of its government funding;

WHEREAS Bishop's University acts as fiduciary for the Consortium

BE IT RESOLVED THAT the Board of Governors approve the Consortium's application process and entrust the Principal and Vice-Chancellor with signing the application for funding on behalf of the Consortium, as the representative of Bishop's University, an institution acting as fiduciary for the Consortium.

On a motion duly proposed and seconded, the Board of Governors approved the resolution as presented.

15 Sale of Off-Campus House

Vice-Principal Finance and Administration Isabelle Goyette explained the rationale for the sale of the University-owned property at 5 Reed Street. She noted that the University no longer wishes to act as a landlord for off-campus student housing due to the unprofitability of these operations and the property's location near or within a flood zone, which poses additional safety and security risks for student tenants.

She also mentioned that two properties on College Street are set to be demolished, pending approval from the City of Sherbrooke.

Questions were raised regarding the demolition of the College Street properties. Vice-Principal Goyette stated that historians were consulted, and no significant architectural value was identified, supporting the decision to proceed with the demolition.

RESOLUTION 2024-01-09
SALE OF PROPERTY LOCATED AT 5 REED ST

WHEREAS Bishop's University is the owner of a property located at 5 Reed St. and being lot #2446140 upon the Cadastre du Québec, in the registration division of Sherbrooke;

WHEREAS the University's Statutes require the approval of the Board of Governors for any real estate transaction;

WHEREAS the University's Rationale for Student Housing prioritizes focusing on on-campus student residences;

AND WHEREAS the University's off-campus student housing operation is not profitable;

BE IT RESOLVED that the Board of Governors of Bishop's University approves the sale of the property located at 5 Reed St.;

AND BE IT FURTHER RESOLVED that the Board of Governors authorizes two of the following signing officers (the Principal and Vice Chancellor and the three Vice-Principals), to co-sign any documents required for the sale.

On a motion duly proposed and seconded, the Board of Governors approved the resolution as presented.

16 Designation of the Representative for the *Régie des alcools, des courses et des jeux du Québec*
Secretary General Geneviève Gagné outlined the government requirement for the *Régie des alcools, des courses et des jeux du Québec* mandating that the institutions with permanent and temporary alcohol permits designate a representative for all alcohol-related matters. The designated representative is authorized to nominate managers to communicate with the Régie on these matters.

In 2020, Dr. Stine Linden-Anderson, Dean of Student Affairs, was designated as the representative. Following her departure from her position, a designation of a new representative is required. The Executive Committee proposed to transfer this responsibility to the Secretary General, considering its relevance to compliance matters.

Secretary General Geneviève Gagné also mentioned that the Régie requires that the Schedule A.1 - Information on the partners, shareholders, directors and the person entrusted with managing the business (Appendix II) be signed by each new member of the Board of Governors for their records. This requirement is renewed every five years for every member. The personalized Schedule A-1's will be sent to Governors concerned by this requirement. These documents can be returned to the Secretary General electronically.

**RESOLUTION 2024-01-10
TO DESIGNATE 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 Geneviève Gagné, Secretary General, 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 la *Régie des alcools, des courses et des jeux du Québec*.

On a motion duly proposed and seconded, the Board of Governors approved the resolution as presented.

17 Disclosure of Conflict of Interest

Secretary General Geneviève Gagné explained the requirement to disclose conflicts of interest in accordance with the Board's Code of Ethics by completing the designated form. She noted that the form can be completed electronically and submitted via email, or a printed copy can be delivered to the Secretary General's office.

The open session ended at 4:51 p.m.

The meeting ended at 5: 39 p.m.


Murielle Lortie, Chair


Geneviève Gagné, Secretary General