



APRIL 30<sup>TH</sup> 2021  
**MINUTES**  
VIDEOCONFERENCE

***Chairs:*** Robert Hall, Cathy McLean

***Present:*** Abel Bosum, Jane Brydges, Kent Carson, Pierre Cossette, Enzo Evangelisti, Michael Goldbloom, Daniel Fournier, Brian Levitt, Michel Marleau, Heather McKeen-Edwards, Jessica Riddell, Scott Stoddard, Calin Valsan, Tova White

***Senior Administration:*** Nick Andrews, Reena Atanasiadis, Isabelle Goyette, Claire Grogan, Kerry Hull, Denise Lauzière, Stine Linden-Andersen, Anthony Di Mascio, Michele Murray, Jacqueline Scott, Miles Turnbull

***Secretary:*** Trygve Ugland

**ITEM 1: CHAIR'S WELCOME**

Chair Robert Hall called the meeting to order at 3:00 p.m.

**ITEM 2: APPROVAL OF AGENDA**

The agenda was approved as presented.

Moved by: Calin Valsan

Seconded by: Jane Brydges

**Motion carried.**

**ITEM 3: APPROVAL OF MINUTES**

The minutes of the February 5, 2021 meeting were approved as presented.

Moved by: Kent Carson

Seconded by: Cathy McLean

**Motion carried.**

The minutes of the March 9, 2021 email consent vote were approved as presented.

Moved by: Michel Marleau

Seconded by: Abel Bosum

**Motion carried.**

The minutes of the March 18, 2021 email consent vote were approved as presented.

Moved by: Michel Marleau

Seconded by: Kent Carson

**Motion carried.**

#### **ITEM 4: BUSINESS ARISING**

There was no business arising from prior meetings.

#### **ITEM 5: PRINCIPAL'S REPORT**

Principal Goldbloom said that his report highlights some of the recent accomplishments of Bishop's students and faculty and he encouraged Governors to read it for more details.

Principal Goldbloom reported that the *Bureau de Coopération Interuniversitaire* (BCI) will present a brief on behalf of all Quebec universities to the Cloutier Committee which has been mandated by the Quebec Government to consider the issue of respect of academic freedom in Quebec's institutions of higher learning.

Dr. Sarah-Myriam Martin-Brûlé of the Department of Politics and International Studies has been selected as one of Canada's ten new 3M National Teaching Fellows and Georges-Philippe Gadoury-Sansfaçon, one of Bishop's first Chancellor's Scholars and a graduating student in Mathematics and Applied Psychology, has been awarded a 3M National Student Fellowship.

#### **ITEM 6: COVID-19 UPDATE**

The Chair of the COVID-19 Task Force, Dr. Stine Linden-Andersen, reported that throughout the Winter 2021 semester there was one employee case and one student case of COVID-19, which were contained and did not spread to the Bishop's community.

Mr. Brian Levitt suggested that the very positive results of the University's efforts in testing and containing the virus should be publicized as they are very reassuring for prospective students and their parents.

Ms. Cathy McLean said that Bishop's leadership team and the community at large should be congratulated for their efforts to keep transmission rates on campus down.

Mr. Kent Carson asked if any universities intended to require that students be vaccinated before arriving on campus.

Dr. Pierre Cossette said that the Université de Sherbrooke nursing students are required to either provide proof of vaccination or be tested three times a week when they are working in a hospital.

Principal Goldbloom said that Bishop's is discussing whether there should be a specific COVID-19 protocols for students in the residences or for sport teams or other University groups that travel by bus or plane. He indicated that these issues are being considered but that no decisions had yet been made.

#### **ITEM 7: ACADEMIC REPORT**

Vice-Principal Academic and Research Miles Turnbull reported that the preliminary Fall 2021 enrolment is above the Fall 2021 target for graduate students. However, as a majority of graduate applicants are from overseas, they may not receive their travel documents in time to attend courses in person. The undergraduate 'Will-Attends' vary depending on the program, but overall are slightly higher than at the same time last year.

On March 19, 2021, Senate approved a primarily in-person approach for the Fall 2021 delivery of teaching. Dr. Turnbull said that some courses may still be offered online or in a blended way, depending on the department.

Dr. Jason Rowe of the Department of Physics and Astronomy and Canada Research Chair in Exoplanet Astrophysics, has received a \$1M contract to develop a Canadian space-telescope on board a micro-satellite to characterize and discover exoplanets around distant stars. The project is currently at the technical development stage that will be funded through the Canadian Space Agency (CSA) Space Technology Development Program (STDP). The Board will receive information about the project in the coming month and the subcontracts for the project's partners.

Dr. Turnbull announced that Dr. Genner Llanes-Ortiz has been selected as the University's Canada Research Chair nominee for Indigenous Studies.

The 88<sup>th</sup> Acfas Conference, co-hosted by the Université de Sherbrooke and Bishop's, will be held exclusively online from May 3 to May 7 with over 6,000 attendees from around the world.

#### **ITEM 8: REPORT OF THE FINANCE AND AUDIT COMMITTEE**

The Chair of the Finance and Audit Committee, Mr. Michel Marleau, reported that the Committee met on April 16, 2021 to review and discuss the following: the 2020-21 Audit Plan; the 2021-22 Operating Budget; the 2021-22 compulsory student fees (FIOs); the 2021-

22 Cash Flow Budget; an update on risk management; a proposed amendment to the Sodexo contract; and updated information on accumulated deficits of universities in Quebec.

The 2020-21 audit will be carried out remotely and the draft audited financial reports will be presented to the Board in the Fall for approval. KPMG, the University's audit partner, listed the main risks in 2021 for Canadian universities: cybersecurity (increased due to remote working or teaching); government funding; ancillary services revenues; and ensuring the safety of students and staff during the pandemic.

Vice-Principal Finance and Administration Isabelle Goyette presented the draft 2021-22 Operating Budget which is the fifth consecutive balanced budget presented to the Board. The proposed 2021-22 budget of \$62.6M includes \$1.2M of staff salary increases, supports several key priorities of the 2019-24 Strategic Framework priorities, and funds the implementation of controls for two of the top ten main strategic risks.

Ms. Goyette presented the main revenue and expense assumptions for 2021-22 and the variances between 2020-21 and 2021-22.

RESOLUTION 2020-09-01  
APPROVAL OF THE 2021-22 OPERATING BUDGET

WHEREAS the University's Statutes require approval by the Board of Governors of the annual operating budget;

AND WHEREAS the Finance and Audit Committee has reviewed and discussed the 2021-22 Operating Budget;

BE IT RESOLVED THAT the Board of Governors approves the 2021-22 Operating Budget as presented by the Vice-Principal Finance and Administration and set out in the 2021 22 Budget presentation.

Moved by: Brian Levitt  
Seconded by: Cathy McLean

**Motion carried.**

Ms. Goyette presented the 2021-22 Mandatory Student Fees (*Frais Institutionnels Obligatoires – FIOs*).

RESOLUTION 2020-09-02  
APPROVAL OF THE MANDATORY FEES (FIO LISTS)

WHEREAS the Board of Governors is required by the Ministère de l'Enseignement Supérieur (MES) to approve the Compulsory Student Fee (FIO) lists;

WHEREAS the University's proposed fee increases do not exceed the 3.9% ceiling set by the MES;

AND WHEREAS the Finance and Audit Committee has reviewed and discussed the 2021-22 FIO lists,

BE IT RESOLVED THAT the Board of Governors approves the increases and the resulting listing of FIOs for 2021-22.

Moved by: Michel Marleau

Seconded by: Kent Carson

**Motion carried.**

Ms. Goyette presented an update of the 2020-21 Cash Flow budget and the forecast 2021-22 Cash Flow budget. The maximum line of credit required for 2021-22 is estimated to be \$30.4M peaking in May 2022. Ms. Goyette said that the University does not include the issuance of long-term debt to reimburse bridge financing as the exact amount and timing of the disbursement are not known sufficiently in advance.

RESOLUTION 2020-09-03  
APPROVAL OF THE 2021-22 LINE OF CREDIT  
AND DELEGATION OF SIGNING AUTHORITY

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

WHEREAS the University is subject to the Financial Administration Act;

WHEREAS the current authorized line of credit for 2020-21 is \$36.4M with the Royal Bank of Canada;

WHEREAS the University expects to present a balanced Operating Budget for the 2021-22 and 2020-21 fiscal years which has been incorporated in the cash flow projections (this includes the impact of the COVID-19 pandemic);

WHEREAS the Finance and Audit Committee has reviewed and discussed the 2021-22 Cash Flow Budget including the impact of the COVID-19 pandemic;

AND WHEREAS the University has provided a Cash Flow Budget illustrating that its financial needs will range from approximately \$6.5M to \$30.4M between June 1, 2021 and May 31, 2022 including the impact of the COVID-19 pandemic;

BE IT RESOLVED THAT the Board of Governors authorizes the University to borrow up to \$30.4M from the Royal Bank of Canada for its operations and the bridge financing of capital expenditures for the 2021-22 fiscal year (this includes the impact of the COVID-19 pandemic);

AND BE IT FURTHER RESOLVED THAT the Board also authorizes Michael Goldbloom, Principal and Vice-Chancellor, and Isabelle Goyette, Vice-Principal Finance and Administration, to co-sign any and all documents required to complete this transaction.

Moved by: Kent Carson

Seconded by: Abel Bosum

**Motion carried.**

Mr. Marleau reported that Bishop's deficit has improved however the University still has the greatest deficit per Full-Time Equivalent (FTE) students of all Quebec universities.

**ITEM 9: GOVERNMENT RELATIONS UPDATE**

Secretary General and Vice-Principal Government Relations and Planning Trygve Ugland reported that since fall 2020 the Principal and Vice-Principals have met several times with the Minister of Higher Education, Danielle McCann and senior officials in the Ministry of Higher Education, as well as with local provincial and federal government representatives to advance several priorities in the 2019-24 Strategic Framework for Bishop's University: the possible conversion of Norton into an academic space; the funding of small universities; and support for the Sustainable Agriculture and Food Systems program.

**ITEM 10: CAMPUS LANDSCAPE AND BUILT ENVIRONMENT DEVELOPMENT COMMITTEE**

The Chair of the Campus Landscape and Built Environment Development Committee, Ms. Cathy McLean, reported that the Committee met on April 13, 2021 to discuss the awarding of contracts for the swimming pool renovation and the purchase of two generators, the student housing strategy and the Hamilton project.

Buildings and Grounds has determined that the pool is 180 mm longer than a standard 25-metre competitive pool length and modifications will be made to the design for the pool to conform with the 25-metre standard length. The call for tenders will be issued during the week of April 26, 2021 and the results of the bidding process will be sent to the Board for approval by email if the winning contractor has been validated before the next Board meeting on June 11, 2021.

Ms. McLean said the purchase of two generators was included in the 2020-25 Capital Plan which was approved by the Board at its meeting on June 12, 2020. A call for tenders was issued on January 26, 2021 and the tenders were opened on March 8, 2021. Toromont Cat (Québec) was the only contractor who submitted a bid in response to this call for tenders with a bid of \$717K. The Manager of Procurement and Sustainable Development confirmed that the bidder is eligible and that the bid is acceptable.

As per the Act respecting contracting by public bodies, and the Regulation respecting construction contracts of public bodies, the University must award the contract to the eligible bidder who has submitted the lowest acceptable bid.

Resolution 2020-09-04  
FOR THE APPROVAL OF THE  
CONTRACT TO SUPPLY TWO GENERATORS  
AND DELEGATION OF SIGNING AUTHORITY

WHEREAS the Board approved the budget for the purchase of two 800 kW generators as part of the new residence project in the 2020-25 Capital Plan;

WHEREAS the project was reviewed by the Campus Landscape and Building Environment Development Committee;

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 Toromont Cat (Québec), the tenderer which submitted the lowest acceptable bid;

AND BE IT FURTHER RESOLVED that the Board of Governors authorizes two of the following signing officers (Michael Goldbloom, Principal and Vice Chancellor, Miles Turnbull, Vice-Principal Academic & Research and Isabelle Goyette, Vice-Principal Finance and Administration), to co-sign the contract with Toromont Cat (Québec).

Moved by: Cathy McLean

Seconded by: Jane Brydges

**Motion carried.**

Ms. McLean reported that the Hamilton renovation will require an additional \$500K to complete the project mainly due to the following unanticipated costs: asbestos removal; COVID-19 related costs; heating control panel replacements; corrections to the IT infrastructure schematics and related modifications; additional work due to the large concrete surface that was previously an outdoor space on the first floor; and professional fees for additional change orders and client requests.

RESOLUTION 2020-09-05  
FOR THE INCREASE OF THE HAMILTON RENOVATION PROJECT BUDGET

WHEREAS the Board approved the initial budget of \$5M for the renovation of the Hamilton building at its December 6, 2019 meeting;

WHEREAS the University needs an additional budget of \$500K to complete the project;

WHEREAS this \$500K extra budget will be funded by the existent surplus in PQI envelopes;

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

BE IT RESOLVED that the Board of Governors approves the revised budget of \$5.5M to complete the Hamilton renovation.

Moved by: Cathy McLean  
Seconded by: Michel Marleau

**Motion carried.**

Ms. McLean invited the Director of Ancillary Services Deborah Langford to present the University's approach to housing and properties it owns on and off campus.

Ms. Langford said that the on-campus residential experience is an important consideration when students are choosing Bishop's and many first-year students have indicated that they would not attend Bishop's if they were not able to live in residence.

The University's off-campus properties which are being used as student residences are located in a flood-zone and would require substantial investment to continue to be rentable. The Committee compared the cost of repairing, making flood-proof and maintaining the properties; demolishing and rebuilding; or demolishing the buildings and converting the land use to a green space.

The Committee recommended demolishing the two houses located on College Street and repurposing the two empty lots that the University owns in order to create new green spaces that would enhance the entrance to the University and provide some natural green spaces to be utilized by students who live in the area. Maintaining ownership of these off-campus properties by making them into green spaces would secure influence over the properties leading to the entrance of the University and enhance the overall aesthetics of this area.

Mr. Robert Hall left the meeting at 4:35 p.m. and Ms. Cathy McLean took the Chair.

#### **ITEM 11: LAND ACKNOWLEDGEMENT**

Principal Goldbloom reported that at a meeting of the Board of Governors on December 18, 2020, the Joint Board and Senate Task Force on Equity, Diversity and Inclusion (EDI) proposed a revised land acknowledgement in its preliminary report: "Bishop's University is located on the traditional and unceded territory of the Abenaki people".

Secretary General Trygve Ugland consulted the leadership of the Abenaki Nation who explained that there are no terms in Abenaki for 'unceded' however they had no objection to the word being included in the English and French land acknowledgement. The following Abenaki text was proposed:

*"K'wlipai8ba W8banakiak wdakiw8k" (Phonetics: kolépaionba wonbanakiak odakéwonk)  
Translation: You are welcome on the Abenaki territory"*



RESOLUTION 2020-09-06  
FOR THE APPROVAL OF  
LAND ACKNOWLEDGEMENT

WHEREAS the Joint Board and Senate Task Force on Equity, Diversity and Inclusion (EDI) has proposed a new land acknowledgement;

AND WHEREAS Bishop's University has consulted with the leadership of the Abenaki Nation;

BE IT RESOLVED that Bishop's University adopts the following formal land acknowledgement, in Abenaki, English and French:

*K'wlipai8ba W8banakiak wdakiw8k (You are welcome on the Abenaki territory)*

*Bishop's University is located on the traditional and unceded territory of the Abenaki people.*

*L'Université Bishop's est située sur le territoire traditionnel et non cédé du peuple Abénaki.*

Moved by: Jessica Riddell

Seconded by: Scott Stoddard

**Motion carried.**

**ITEM 12: INFORMATION RESOURCES COMMITTEE REPORT**

The Chair of the Information Resources Committee, Mr. Kent Carson, reported that the Information Resources Committee met to discuss the following: the IT structural reorganization; new Government of Quebec requirements on digital data storage and protection; IT progress on compliance with the new requirements; and Bill 64: Protection of personal information.

**ITEM 13: SUSTAINABLE DEVELOPMENT COMMITTEE REPORT**

The Vice-Principal Finance and Administration Isabelle Goyette reported that the Sustainable Development Committee met on March 8, 2021 to discuss the 2020-24 Sustainable Development Plan. The four goals of the Sustainable Development Plan are:

- 1) Operate Bishop's University in an increasingly ecological and responsible manner;
- 2) Engage the Bishop's community in efforts to improve the University's sustainability;
- 3) Instill curiosity about sustainable development through academic programs and research; and
- 4) Promote the well-being of our community through sustainable development initiatives.

In order to achieve the goals, three working groups were created: Tree care and Biodiversity; Certifications and Commitments; and Waste Management. Ms. Goyette said that additional working groups will be created as required.

**ITEM 14: AD HOC OVERSIGHT COMMITTEE FOR THE STUDENT CENTRE**

The Chair of the Ad Hoc Oversight Committee for the Student Centre, Mr. Kent Carson, reported that the Committee met on February 15, 2021 and on April 12, 2021. The Student Centre project is finished except for the food court which will be operational for the beginning of the Fall 2021 semester.

Mr. Carson said that the project requires an additional \$917K to complete the work mainly due to the following: unexpected urgent repairs; client change requests and associated professional fees; and COVID-19 related costs. The additional \$917K will come from the University's accumulated *Plan quinquennal des investissements (PQI)* grant.

RESOLUTION 2020-09-07

FOR THE INCREASE OF THE STUDENT CENTRE RENOVATION PROJECT BUDGET

WHEREAS the Board approved the initial budget of \$16.3M for the renovation of the Student Centre building at its June, 2019 meeting;

WHEREAS the University needs an additional budget of \$917K to complete the project;

WHEREAS this \$917K extra budget will be funded by the surplus in the University's Plan Quinquennal des Investissements (PQI) envelopes;

AND WHEREAS the project was reviewed by the Ad Hoc Committee for the Renovation of the Student Centre;

BE IT RESOLVED that the Board of Governors approves the revised budget of \$17.2M to complete the renovation of the Student Centre.

Moved by: Jane Brydges  
Seconded: Pierre Cossette

**Motion carried.**

**ITEM 15: REPORT OF THE STUDENTS' REPRESENTATIVE COUNCIL PRESIDENT**

The President of the Students' Representative Council (SRC), Mr. Enzo Evangelisti, reported that the SRC provided funds for free tutoring between the Winter 2021 midterms and finals and that over 270 students availed themselves of the support. The SRC held a Culture Week the first time from March 22<sup>nd</sup> to March 26<sup>th</sup> and Mr. Evangelisti said he was hopeful that the event will reoccur annually.

The 2021 Black History Month included lectures, announcements and book give-aways.

Mr. Evangelisti thanked the administration and faculty for supporting Grad Formal which had to be held completely online due to the pandemic. Students he had spoken with expressed their gratitude for a successful and fun event.

The SRC had been brainstorming ways of supporting Equity, Diversity and Inclusion (EDI) activities and decided to create a Student EDI Fund. The SRC and the Office of the Dean of Student Affairs each contributed \$10K to the fund and have challenged alumni to match the pooled contribution (\$20K) which would bring the Fund to \$40K. The Student EDI Fund aims to support student-led projects and initiatives that aim to increase equity, diversity and inclusion on campus.

The theme for Orientation Week (O-Week) is Cosm-O-Week (where new students will be introduced to the Universe-ity).

Mr. Evangelisti said that the new SRC Executive had been elected and they will be assuming their new positions on May 1<sup>st</sup>.

Chancellor Daniel Fournier congratulated Mr. Evangelisti on his re-election as President of the SRC.

**ITEM 16: 2021-22 MEETING DATES**

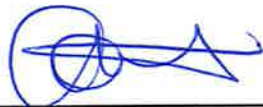
Secretary General Trygve Ugland presented the Board of Governors 2021-22 meeting dates.

Chair Cathy McLean asked if the October 1<sup>st</sup> meeting is the same weekend as Homecoming.

The Associate Vice-Principal Advancement, Ms. Jacqueline Scott, said that Homecoming is scheduled for September 25, 2021.

The open session ended at 4:54 p.m.

The meeting ended at 5:36 p.m.



---

Robert Hall, Chair



---

Trygve Ugland, Secretary