

FRIDAY, APRIL 24, 2026
BISHOP'S UNIVERSITY
IN PERSON AND BY VIDEOCONFERENCE

MINUTES

Chair: Murielle Lortie

Present: Kent Carson, Nanci Chagnon, Alexandre Demers, Michelle Dunn, Anthony Dumas-Stephenson, Daniel Fournier, Christopher Gokiert, Alexandra Lebel, Sébastien Lebel-Grenier, Alena Perout, Jean-Pierre Perreault, Jessica Riddell, Nicole Riley, Junior Sirivar, Arshad Taseen

Regrets: Daren Bardati, Pascale O'Bomsawin

Senior Administration: Nick Andrews, Danai Bélanger, Kylie Côté, Julie Desjardins, Valerio Faraoni, Kerry Hull, Annick Lambert, Jean Manore, Matthew Peros, Jacqueline Scott,

Secretary: Geneviève Gagné

Invitee: Grace Cordeiro Ferrigno

1 CHAIR'S WELCOME

Chair Murielle Lortie called the meeting to order at 3:06 p.m.

2 APPROVAL OF AGENDA

The agenda was approved without modification.

- Disclosure of Conflict of Interest

Board members were invited to declare any conflicts of interest regarding the items on the agenda. No conflict of interest was declared.

On a motion duly proposed and seconded, the agenda was adopted as presented.

Consent Agenda

The following items were presented for approval in bloc.

3 APPROVAL OF MINUTES

The minutes of the Board of Governors' meetings held on February 20, 2026, were presented for approval.

4 FUNDING AGREEMENT FOR THE PATERSON EXTENSION

Chair Murielle Lortie noted that the purpose of this item was to confirm the Board of Governors's approval of the government funding for the Paterson extension project.

A question was raised regarding the identification of the Vice-Principal Finance and Administration as signatory in the agreement. It was noted that the wording of the government agreement identifies the signatory by name.

**RESOLUTION 2025-08-01
FOR THE APPROVAL OF THE PATERSON EXTENSION PROJECT
FINANCIAL AGREEMENT AND DELEGATION OF SIGNATORY**

WHEREAS the Board approved the Paterson Extension project on June 12, 2025;

WHEREAS the *Ministère de l'Enseignement supérieur* has granted \$6,300,000 to the University for the Paterson Extension project;

AND WHEREAS the *Ministère de l'Enseignement supérieur* requires a resolution of the Board of Governors to approving the financial agreement of \$6,300,000 for the Paterson Extension project;

BE IT RESOLVED that the Board of Governors approve the funding agreement (Document 2025-08-04i) for the Paterson Extension project with the *Ministère de l'Enseignement supérieur*;

BE IT RESOLVED that the Board of Governors authorizes Kylie Coté, Vice-Principal Finance and Administration, to sign the funding agreement (Document 2025-08-04i);

AND BE IT FURTHER RESOLVED the Board of Governors approves the French version of this resolution which will be submitted to the MES.

On a motion duly proposed and seconded, the items 2 to 4 were adopted en bloc.

5 BUSINESS ARISING

No items were discussed.

Government Relations

Bill 9

Principal Sébastien Lebel-Grenier indicated that Bill 9 — *An Act respecting the reinforcement of laicity in Québec* — was adopted by the National Assembly. He noted that St. Mark's Chapel has received an exemption and will therefore continue its activities. He further noted that certain aspects of the legislation will nevertheless have an impact on the institution, including on prayer spaces on campus.

As a result, the dedicated prayer space will be relocated to the Mackinnon residence and is expected to be accessible as of the next semester. Otherwise, impacts of Bill 9 on the institution are anticipated to remain limited. The University community was informed of this measure, as well as of the University's position regarding the newly adopted legislation, through a communication distributed during the week of April 13, 2026.

Quebec's new Premier

Principal Sébastien Lebel-Grenier informed members that Christine Fréchette had been confirmed as Quebec's Premier. He noted that this development may lead to a more open approach regarding the status of international students and the *Programme de l'expérience québécoise* (PEQ), Québec's primary pathway to permanent residency for university students, which was suspended for students attending English-language universities two (2) years ago. He added that discussions with the new Premier have been encouraging and that further developments may yet occur, particularly as Martine Biron will continue to serve as Minister of Higher Education. He further noted that, with an election campaign expected to begin in the near future, outreach efforts with all political parties are ongoing in order to continue advocating on several fronts.

Bill 1

Principal Sébastien Lebel-Grenier provided an update on *Bill 1 –Quebec Constitution Act*. He explained that the prorogation of the National Assembly resulted in the termination of all bills that had not yet been adopted, including Bill 1, although such legislation may be reintroduced during a subsequent parliamentary session. He added that the proposed constitution raises significant concerns for the anglophone community and its institutions, including Bishop's University, and indicated that the situation will continue to be closely monitored.

Vice-Principal Academic and Research Portfolio

Principal Sébastien Lebel-Grenier indicated that discussions are ongoing regarding the Vice-Principal Academic and Research portfolio structure, including the mandate of the Interim Associate Vice-Principals' positions and the additional responsibilities assumed by Deans. An update is expected within the coming weeks.

Bishop's Employee Engagement Survey

An update was provided regarding the employee engagement survey initiative. This survey is intended to assess community engagement and identify areas for improvement. The results of the second iteration of this survey are currently being shared with the University community and will help guide priorities over the next two years.

Basketball Varsity Team Updates

Principal Sébastien Lebel-Grenier provided a follow-up regarding the men's basketball team and their recent success. He noted that the team, as silver medalist of the National finals, had been selected to represent Canada at the *World University Games* (FISU) 3-on-3 World Championships in Honduras. He also noted that donor and sponsorship support had been secured to cover the expenses associated with the competition.

7 REPORT OF THE STUDENT'S REPRESENTATIVE

Chair Murielle Lortie welcomed Grace Cordeiro Ferrigno, incoming Student Representative Council (SRC) President, who attended the meeting as an observer.

Student Representative Council President Anthony Dumas-Stephenson presented his final report to the Board. He highlighted several SRC initiatives and services delivered during the Winter 2026 semester, including the blood drive, which attracted 101 donors, 30 of whom were first-time donors. He also noted the success of the annual SRC Awards Night, during which student leaders, staff, and faculty members were recognized, and the 2026–2027 SRC Board was formally inducted.

He reported on student support initiatives offered during the examination period, including the distribution of 723 exam care packages and the operation of Study Hall, which saw strong student participation. He further noted the continued success of the Safe Drive program, which provided 595 rides and served 1,157 students throughout the academic year. Efforts will continue to promote awareness of the grocery run service, which experienced lower utilization.

An update was also provided on the Valedictorian Selection Committee process. A call for candidates had been issued to the graduating class, and interviews will follow the application period.

As this was his final meeting of the Board, Anthony Dumas-Stephenson thanked Board members, the University administration, and the executive team for their support and collaboration throughout his term.

Chair Murielle Lortie thanked the outgoing SRC President for his service, leadership, and dedication to the student community.

8 VICE-PRINCIPAL ACADEMIC AND RESEARCH REPORT

Vice-Principal Academic and Research Dr. Kerry Hull presented an update on the University's ongoing academic planning and resource review initiatives. She reported on progress made in several areas, including the development of degree regulations, which include depth and breadth requirements, the formalization of Bishop's academic regulations, revisions to the institutional competency framework, and the formation of the Senate Academic and Curriculum Committee (SACC).

With respect to the Resource and Viability Review, she explained that the process involved a comprehensive assessment of all academic units using qualitative and quantitative data, program information, and extensive consultations with departments and Deans. The review identified a number of common challenges and highlighted the interconnected nature of academic planning and resource allocation across the institution. Feedback from academic units continues to be incorporated into the final report, which is expected to be presented at the May Senate meeting.

Vice-Principal Academic and Research Dr. Kerry Hull indicated that further updates on the degree regulations, competency framework, and Resource and Viability Review will be provided as the work progresses.

In response to a question regarding the consideration of emerging trends in higher education, including the impact of artificial intelligence, Vice-Principal Academic and Research Dr. Kerry Hull indicated that the Resource and Viability Review is intended to assess the current state of academic units and also support forward-looking discussions on academic relevance, sustainability, and program development. The importance of interdisciplinary collaboration, particularly in areas such as artificial intelligence was also highlighted as evolving technologies may influence teaching, learning and program delivery in the future.

In response to questions regarding implementation timelines and change management, Vice-Principal Academic and Research Dr. Kerry Hull noted that they are prioritizing key initiatives that must be accomplished within a particular timeframe, while allowing flexibility for additional consultation where warranted. She emphasized that the work would continue through an iterative process, with refinements made over time.

9 FINANCE AND AUDIT COMMITTEE

Chair of the Finance and Audit Committee Kent Carson provided an overview of the Finance and Audit materials and invited Vice-Principal Finance and Administration Kylie Côté to present the report.

Vice-Principal Finance and Administration Kylie Côté provided an update on the University's 2025–2026 budget and forecast. She noted that the original 2025–2026 budget projected a deficit of approximately \$1.4 million. Subsequent forecasts reduced the projected deficit to approximately \$418,000. Following the receipt of revised Ministry budget rules and additional revenues, including retroactive salary indexation funding, the current forecast now anticipates a break-even result for the fiscal year. She also noted that enrolment exceeded budget projections by 35 students, generating approximately \$260,000 in additional revenue.

The provisional 2026–2027 operating budget was then presented to the Board. It was noted that the budget is based on the information currently available and remains subject to revision pending receipt of the Ministry's budget rules. The key assumptions underlying the budget, including enrolment projections, tuition and fee indexation, operating grant assumptions, and salary increases, were also reviewed. Vice-Principal Finance and Administration Kylie Côté further noted that uncertainty remains regarding the future treatment of the retroactive salary indexation funding received in 2025–2026, which may affect the final budget to be presented to the Board in June.

In response to a question regarding the increase in the projected deficit for 2026–2027, it was explained that the principal drivers are salary increases and changes in the student enrolment mix. It was further noted that salary costs are increasing at a rate that exceeds anticipated revenue growth. The budget assumes salary increases of 3.48%, while the estimated operating grant indexation is approximately 1.71%, creating ongoing financial pressure.

RESOLUTION 2025-08-02
FOR THE APPROVAL OF THE PROVISIONAL OPERATING BUDGET

WHEREAS the Board of Governors is required by the *Ministère de l'Enseignement supérieur* (MES) to approve the annual 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 2026-27 Provisional Operating Budget and recommends Board approval;

BE IT RESOLVED THAT the Board of Governors approves the 2026-27 Provisional Operating Budget as presented by the Vice-Principal Finance and Administration and set out in the 2026-27 Provisional Budget presentation (Document 2025-08-09ii);

AND BE IT FURTHER RESOLVED THAT the Board of Governors approves the French version of this resolution which will be submitted to the MES.

On a motion duly proposed and seconded, the resolution was adopted as presented.

The proposed 2026–2027 Compulsory Student Fees (FIO's – *Frais institutionnels obligatoires*) was presented. It was stated that no fee increases exceed the maximum 3 % indexation permitted by the Ministry and that certain fees increased by less than this amount.

RESOLUTION 2025-08-03
FOR THE APPROVAL OF THE COMPULSORY INSTITUTIONAL FEES
(FIO'S – FRAIS INSTITUTIONNELS OBLIGATOIRES)

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

WHEREAS the University's proposed fee increases do not exceed the 3% ceiling set by the MES;

AND WHEREAS the Finance and Audit Committee has reviewed and discussed the 2026-27 FIO lists;

BE IT RESOLVED that the Board of Governors approves the increases and the resulting listing of FIOs for 2026-27 in Appendix E of Document 2025-08-09ii;

AND BE IT FURTHER RESOLVED THAT the Board of Governors approves the French version of this resolution which will be submitted to the MES.

On a motion duly proposed and seconded, the resolution was adopted as presented.

The 2026–2027 cash flow forecast was presented, noting that the University is projected to maintain a positive cash balance throughout the fiscal year.

RESOLUTION 2025-08-04
FOR THE APPROVAL OF THE 2026-2027 PROVISIONAL CASH FLOW BUDGET

WHEREAS the University expects to present a balanced Operating Budget for the 2025-26 fiscal year and a deficit Operating Budget in the 2026-27 fiscal year which have been incorporated in the provisional cash flow projections;

AND WHEREAS the Finance and Audit Committee has reviewed and discussed the 2026-27 Provisional Cash Flow Budget;

BE IT RESOLVED THAT the Board of Governors approves the 2026-27 Provisional Cash Flow Budget as presented by the Vice-Principal Finance and Administration and set out in the 2026-27 Provisional Cash Flow presentation (Document 2025-08-09iii).

On a motion duly proposed and seconded, the resolution was adopted as presented.

The resolutions relative to Budget Rule 4.1.8 and 4.1.11 were presented for approval. It was noted that, as these annual resolutions are routine and self-explanatory, they will be included in the consent agenda in future years.

RESOLUTION 2025-08-05
FOR THE APPROVAL OF THE BUDGET RULE 4.1.8
(RÈGLES BUDGÉTAIRES ET CALCUL DES SUBVENTIONS DE FONCTIONNEMENT AUX UNIVERSITÉS DU QUÉBEC)

WHEREAS the University is subject to budget rule 4.1.8 of the *Règles budgétaires et calcul des subventions de fonctionnement aux universités du Québec*;

WHEREAS the *Ministère de l'Enseignement supérieur* (MES) requests a commitment from the Board of Governors to send the Ministère, by June 30, 2026, in the event that a balanced budget is not achieved in 2025-26, a list of actions undertaken if recovery is expected to occur within the next year, or a recovery plan if recovery is expected to occur in the longer term;

WHEREAS in the event that a balanced budget is not achieved in 2025-26, these measures or this recovery plan will be sent to the MES within 60 days of the transmission of the SIFU for the fiscal year ended April 30, 2026;

BE IT RESOLVED THAT the Board of Governors confirms that if University's 2025-26 budget results in a deficit, the University will send the MES by June 30, 2026, a recovery plan to return to a balanced budget;

AND BE IT FURTHER RESOLVED THAT the Board of Governors approves the French version of this resolution in which will be submitted to the MES.

On a motion duly proposed and seconded, the resolution was adopted as presented.

RESOLUTION 2025-08-06
FOR THE APPROVAL OF THE BUDGET RULE 4.1.11
(RÈGLES BUDGÉTAIRES ET CALCUL DES SUBVENTIONS DE FONCTIONNEMENT AUX UNIVERSITÉS DU QUÉBEC)

WHEREAS the University is subject to Budget Rule 4.1.11 of the *Règles budgétaires et calcul des subventions de fonctionnement aux universités 2025-2026*;

WHEREAS the *Ministère de l'Enseignement supérieur* (MES) requires a resolution of the Board of Governors by June 30, 2026, stating that the University will submit a letter no later than October 31, 2026, certifying compliance with the conditions governing the remuneration framework for members of senior management as provided for in Rule 4.1.11 for the 2025–26 academic year;

WHEREAS this letter must be accompanied by the information and documents required for the application of Rule 4.1.11, in accordance with the terms and deadlines set by the MES;

BE IT RESOLVED THAT the Board of Governors confirms that the University will submit a letter no later than October 31, 2026, certifying compliance with the conditions governing the remuneration framework for members of senior management as provided for in Rule 4.1.11 for the 2025–26 academic year;

BE IT RESOLVED THAT this letter will be accompanied by the information and documents required for the application of Rule 4.1.11, in accordance with the terms and deadlines set by the MES;

AND BE IT FURTHER RESOLVED THAT the Board of Governors approves the French version of this resolution in which will be submitted to the MES.

On a motion duly proposed and seconded, the resolution was adopted as presented.

10 AD HOC OVERSIGHT COMMITTEE FOR THE PATERSON EXTENSION

Chair Alexandre Demers provided an update on the Paterson extension project, noting that further delays were encountered and the projected completion pushed to the end of 2026 or early 2027. While the revised timeline is not expected to have a significant operational impact, the situation continues to be closely monitored. The Board was advised that the issue of soil contamination remain under review.

In response to a question concerning the revised project schedule, it was clarified that no direct impact is expected on student housing revenue, as the budget was not considering residence occupancy prior to Fall 2027.

11 SUSTAINABLE DEVELOPMENT AND BUILT ENVIRONMENT COMMITTEE

Chair Alexandre Demers presented the Committee's report and provided an update on sustainability initiatives and facilities projects, including waste diversion initiatives, the community garden, and campus beekeeping activities, as well as several capital and maintenance projects, including the classroom consolidation project, the McKinnon renovation, residence dining hall improvements, the Sustainable Agriculture Farm project, and loading dock improvements at the Student Centre. It was noted that efforts continue to focus on securing external funding opportunities and implementing projects in smaller, manageable phases to maximize available resources.

12 GOVERNANCE AND ETHICS COMMITTEE

Chair Junior Sirivar presented the report of the Governance and Ethics Committee and provided an update on the Committee's meetings of March 12 and April 13, 2026. A review of the *Code of Ethics* and the *Conflict-of-Interest Disclosure Form* was conducted to clarify definitions related to related parties, conflict of interest requirements, and expectations regarding withdrawal from discussions where conflicts exist.

The review also addressed certain inconsistencies between the *Code of Ethics* and the University's *Statutes*. The Committee also reviewed the Board of Governors Competency and Profile Matrix and approved the addition of a glossary, along with other revisions intended to improve clarity and support the identification of Board competencies and needs.

Questions were raised regarding the application of the proposed conflict of interest provisions to Board members who also hold positions within the University, including the Principal. Clarification was provided regarding the distinction between institutional responsibilities and personal interests in the assessment of potential conflicts of interest.

RESOLUTION 2025-08-07

FOR THE APPROVAL OF A REVISED CODE OF ETHICS FOR THE BOARD OF GOVERNORS AND ITS COMMITTEES AND ANNUAL DECLARATION AND DISCLOSURE OF CONFLICT-OF-INTEREST

WHEREAS a review of the *Code of Ethics* for the Board of Governors and its Committees, as well as the *Annual Declaration and Disclosure of Conflicts-of-Interest Form* was conducted by the Secretary General's Office and presented to the Governance and Ethics Committee for recommendation to the Board of Governors;

WHEREAS the Governance and Ethics Committee recommended that the Board of Governors approve the revised *Code of Ethics* for the Board of Governors and its Committees and the *Annual Declaration and Disclosure of Conflicts-of-Interest Form*;

BE IT RESOLVED THAT the Board of Governors approve the amendments to the *Code of Ethics* for the Board of Governors and its Committees and the *Annual Declaration and Disclosure of Conflicts-of-Interest Form*.

On a motion duly proposed and seconded, the resolution was adopted with one (1) abstention.

13 INFORMATION RESOURCES COMMITTEE

Chair Christopher Gokert provided updates on several information technology initiatives, including the Enterprise Resource Planning (ERP) project, software lifecycle management, project portfolio prioritization, and information security, mentioning that work on ERP project and related business analysis activities continues. He noted that software lifecycle planning, project prioritization, and information security initiatives, including considerations related to artificial intelligence are also being addressed.

14 APPROVAL OF THE BUS RENTAL SERVICES CONTRACT

Vice-Principal Student Affairs Danai Bélanger presented the proposed transportation services contract for our varsity athletics. As the value of the contract exceeds the threshold established under the University's signing authority framework, Board approval is required. It was noted that the contract represents the continuation of an existing service arrangement currently used by the University.

RESOLUTION 2025-08-08
FOR THE APPROVAL OF THE BUS RENTAL SERVICES CONTRACT
AND DELEGATION OF SIGNING AUTHORITY

WHEREAS the current bus rental services with driver contract between the University and Le GROUPE BELL-HORIZON INC. will come to the end of its term on April 30, 2026;

WHEREAS the University has issued a public call for tender for the conclusion of a new bus rental services with driver contract on March 26, 2026, which provided for bid opening on April 21, 2026;

WHEREAS the University, at the conclusion of the call for tender process, has received one compliant and admissible bid from LE GROUPE BELL-HORIZON INC.;

WHEREAS the University, following the above-mentioned procurement process, intends to enter into a contract for bus rental services with driver for Bishop's University's varsity athletic teams with LE GROUPE BEL-HORIZON INC. for a term starting on May 1, 2026, and ending on April 30, 2029, with the possibility of two (2) additional one year renewals at the University's discretion and for a total estimated value of \$846,435;

WHEREAS the Signing Authority in the University's Statutes provides for Board of Governors approval of any contract or agreement obligating the University and involving an aggregate amount exceeding \$500,000;

AND WHEREAS the Vice-Principal, Student Affairs and EDI recommends the approval of the contract;

BE IT RESOLVED THAT the Board of Governors authorizes the University to sign a contract for bus rental services with driver for Bishop's University's sports teams with LE GROUPE BELL-HORIZON INC., for a total estimated value of \$846,435 and for a term starting on May 1, 2026, and ending on April 30, 2029, with the possibility of two (2) additional one year renewals;

AND BE IT RESOLVED THAT any two of the University's Signing Officers (the Principal and Vice-Chancellor, any Vice-Principal, and the Secretary General) are authorized jointly to sign the contract with LE GROUPE BELL-HORIZON INC for bus rental services with driver for Bishop's University's sports teams.

On a motion duly proposed and seconded, the resolution was adopted as presented.

The open session adjourned at 5:14 p.m.

The closed session with internal members adjourned at 6:39 p.m.

The meeting ended at 6:50 p.m.



Murielle Lortie, Chair



Geneviève Gagné, Secretary General