



BOARD OF GOVERNORS
Approved Minutes - Open Session

October 19, 2018, 8:07 a.m.

Governors Boardroom A167

Members

Jill Wyatt, Chair
Rob Allen – left after Item 7
Tavis Campbell
Elizabeth Cannon
Hafeez Chishti
Frank Finley
Beverley Foy
Kris Frederickson*
Sagar Grewal* – left after Item 7
Mark Herman
Lawna Hurl
Colin Jackson
Pamela Krause
Allan Lyons
Mary Ellen Neilson
Elaine Wong
Deborah Yedlin

Secretary

Susan Belcher

Scribe

Miranda Dallalba

Guests

D'Arcy Moynaugh, Chief Information Officer- present for Item 7
Joanne Perdue, Chief Sustainability Officer – present for Items 8 & 9
Angelique Saweczko, Registrar – present for Item 10

Observers

Whitney Hunter, External Communications Specialist, Students' Union
Jyoti Myers, Governance Coordinator
Drew Scherban, Manager Media Relations

Management

Bart Becker, Vice-President (Facilities)
Linda Dalgetty, Vice-President (Finance and Services)
Karen Jackson, General Counsel
Diane Kenyon, Vice-President (University Relations)
Dru Marshall, Provost and Vice-President (Academic)
Ed McCauley, Vice-President, (Research)
Nuvyn Peters, Vice-President (Development and Alumni Engagement)

Regrets

Steve Allan
Britney Paris
Firoz Talakshi

**by telephone*

The Chair called the meeting to order at 8:07 a.m. and confirmed quorum.

1. Approval of the Agendas**Moved/Seconded**

That the Agendas for the October 19, 2018 Board of Governors meeting be approved.

Carried

2. Conflict of Interest Declaration

Elaine Wong declared that the Graduate Student's Association financial statements are audited by KPMG, and she is a partner at KPMG. As a result, she will abstain from any discussion on this item.

3. Chair's Remarks

The Chair welcomed guests to the meeting and thanked Board members for attending recent events. The Chair invited Board members to participate in the University's 2018 Do Local Good United Way Campaign.

4. Safety Moment

Linda Dalgetty presented on the Certificate of Recognition Audit at the University.

5. Approval of the Open Session Consent Agenda Items

Documentation for these items was circulated with the Agenda. The following Consent Agenda item was adopted:

5.1 June 22, 2018 Open Session Minutes

That the Minutes of the Open Session of the Board of Governors meeting held on June 22, 2018 be approved.

Adopted

The following Consent Agenda items were received by the Board for information:

- 5.2** Quarterly Capital Project Status Report (1st Quarter)
- 5.3** President's July – December Performance Plan
- 5.4** 2018-2019 Standing Committee Work Plans
- 5.5** Summer Construction Update

- 5.6 Guiding Principles, Processes and Assumptions for the University’s Annual Consolidated and Capital Budgets
- 5.7 Standing Committee Chair Reports
 - Audit
 - Environment, Health, Safety and Sustainability
 - Executive
 - Finance and Property
 - Human Resources and Governance
 - Investment

6. Presidential Re-Appointment Policy and Terms of Reference

Documentation for this item was circulated with the Agenda. Elizabeth Cannon and Susan Belcher presented this item.

Highlights:

- Management reported that the Presidential Re-appointment Policy and Presidential Review Committee Terms of Reference (TOR) are being updated from the last version dated in 1992 and that feedback is being requested at this time
- Management reported that the update is needed to bring the policy up to date and reflect current best practices. It is also being done at this time to take advantage of the current President’s knowledge and experience based on her re-appointment process in 2013. Several other Canadian universities were researched for this project and Management believes that the process aligns with the University’s peer institutions, reflects best practices and provides a more efficient and fair process for the reappointment of a President.
- The Board discussed the proposed process in comparison with other universities’ processes, timing, the need for an efficient completion of the process, and the importance of ensuring the President supported during the review period
- The President commented on her experience with the re-appointment process and noted that it can be a difficult and risky period for a President
- Management suggested that since there are no requested changes to the documents, the Board proceed to approve the policy and TOR today

Moved/Seconded

That the Board of Governors approve the Presidential Re-appointment Policy and Presidential Review Committee Terms of Reference, in the forms provided to the Board.

Carried

7. Information Technologies Strategic Plan

Documentation for this item was circulated with the Agenda. Linda Dalgetty and D’Arcy Moynagh presented this item.

Highlights:

- Management reported that it is pleased to present a draft Information Technologies (IT) Strategic Plan and that Management believes that the timing is right and that the resources are now in place to be able to develop and implement a strategic plan that aligns with and supports the institution’s strategic priorities
- Management reported that the plan has been developed over the past several months, that it is currently in the consultation process, and that feedback is being requested from the Board today
- An overview of the vision, objectives and key goals of the strategy were presented and Management noted that the objectives are broad-based, have a three-to five-year time horizon and will be reviewed annually to ensure the plan continues to meet the needs of the University
- The Board discussed the work that has been accomplished within the IT department over the past several years, the development of the department into a well-functioning
- The Board discussed the plan with respect to meeting the IT needs of the University over the next few years, the focus of the plan on fostering relationships across campus, and the alignment between the plan and Eyes High
- In response to a question, it was reported that the document is a high level strategic plan and that key performance indicators are part of the operational plan and will likely change over the next few years, depending on the IT needs of the University
- In response to a question, it was reported that cybersecurity is not a stand-alone component of the strategic plan, but has been embedded throughout IT, and is also now a regular part of daily operations
- Management thanked the Board for the feedback and reported that the strategic plan will come back to the Board for approval in December

8. Draft 2019 Climate Action Plan

Documentation for this item was circulated with the Agenda. Bart Becker and Joanne Perdue presented this item.

Highlights:

- Management reported that the Climate Action Plan is a short and long-range operational plan within the Institutional Sustainability Strategy (ISS) and guides the University’s decision making in the reduction of institutional greenhouse (GHG) emissions. It was noted that, as part of the consultation process, Management is requesting feedback from the Board at this time

- Management reported that the Climate Action Plan was last updated in 2010 and the existing plan has guided the University in achieving a near 30% reduction in GHG emissions. The proposed plan will provide a roadmap towards being a carbon neutral campus. The renewed plan proposes a 50% reduction of GHG emissions from the University's 2008 baseline by the year 2030 based on four key areas of focus.
- Management highlighted the key themes and outcomes for the plan, noting that this is a rapidly changing environment and that the University needs to be responsive to these changes, particularly with regard to external regulatory requirements and emerging technologies
- The Board discussed the climate action plan, particularly with regard to the leadership opportunity for the University in this area, the work that has been completed and how the University can educate and influence the broader community. The Board noted the strong leadership that the University has demonstrated in this area.

9. Institutional Sustainability Strategy (ISS) 2017-2018 Year End Progress Report

Documentation for this item was circulated with the Agenda. Bart Becker and Joanne Perdue presented this item.

Highlights:

- Management reported that 2017-2018 has been a year of progress towards the four overarching goals of the ISS and outlined the key accomplishments over the past year in the areas of education, research, engagement and operations
- The Board discussed the University as a living lab and the potential this has for experiential learning opportunities for students, and noted that this is a strong differentiator for the University
- The Board discussed how communication of the ISS to the broader community is important, particularly for demonstrating the University's achievements in economic diversity. It was also noted that communication around the University's successes in this area needs to incorporate language and terminology that is reflective of the University's goals in terms of inclusion.

10. 2018 Enrolment Report

Documentation for this item was circulated with the Agenda. Dru Marshall and Angelique Saweczko presented this item.

Highlights:

- Management presented the 2018 enrolment report and noted that the University moved to a sustainable growth model for enrolment seven years ago, at which time a complete analysis was conducted of the University's enrolment processes. Targets for international students are set at 10% at the undergraduate level and 25% for the graduate level.

- Management reported on the registration trends over the last year, noting that overall, there was a 2.4% increase in fall registrations over the previous year and an increase in 16.7 % in indigenous registrations
- Management outlined the demographics of international undergraduate students, noting that 65% of new undergraduate students are from the Calgary area, and 11% are international
- Admission averages have increased by approximately 2% for all programs and this is directly impacting the quality of students. It was noted that the University is attracting more top students due, in part, to acceptance letters going out earlier.
- The Board discussed the report, the criteria being used to assess Alberta students versus out of province students and the impact of the government's emphasis on access on the University's enrolment targets. It was noted that international student enrolment doesn't impact Alberta student enrolment.
- The Board discussed the international student enrolment at the University and it was noted that the University doesn't focus on one country, but rather focuses on diversity and broad cross cultural strategies

11. Report from the President

Documentation for this item was circulated with the Agenda. Elizabeth Cannon presented this item.

The President reported on her activities from June 22 to October 18, 2018 and provided an update on the University's priorities. The President also noted several student and staff achievements within the reporting time frame.

12. Board Member Reports

Documentation for this item was circulated with the agenda. There were no questions.

13. Other Business in the Open Session

There was no other business.

14. Motion to Adjourn the Open Session and Move into the Closed Session

Moved/Seconded

That the Board of Governors adjourn the Open Session and move into the Closed Session.

Carried

The Open Session was adjourned at 9:38 a.m.

Susan Belcher
University Secretary