



BOARD OF GOVERNORS PUBLIC MEETING

Friday, June 19, 2020

1:00 PM

Virtual meeting by teleconference

MINUTES

Board Present:

Barbara Berger (Chair), Brett Fairbairn (President and Vice-Chancellor), Tracy Christianson, Sukh Gill, Helen Kormendy, Lillian Kwan, Vincent Li, Marilyn McLean, Michelle Stanford, Charles Wyse, Eric Youd

Regrets:

John Sparks (General Counsel and Corporate Secretary)

Absent:

Katy Gottfriedson, Ali Mulji, Hafiz Rahman

Executive and Others Present:

Christine Bovis-Crossen (Provost and Vice-President Academic), Matt Milovick (Vice-President Administration and Finance), Brian Daly (Vice-President University Relations), Paul Manhas (Associate Vice-President, Finance), Charlene Myers (Manager, University Governance), Lisa Grant (University Governance Assistant)

Guests: Doug Booth (Dean, Faculty of Adventure, Culinary Arts and Tourism), Richard McCutcheon (Dean, Faculty of Arts), Michael Henry (Dean, School of Business and Economics), Airini (Dean, Faculty of Education and Social Work), Dennis Acreman (Interim Dean, Faculty of Law), Rani Srivastava (Dean, School of Nursing), Tom Dickinson (Dean, Faculty of Science), Sara Wolfe (Interim Dean, Faculty of Student Development), Baldev Pooni (Dean, School of Trades and Technology)

1. CALL TO ORDER

The Board Chair called the meeting to order at 1:00 p.m. She acknowledged the efforts from administration and staff around communication, the convocation virtual ceremony, the successful summer session, the YouTube videos, as well as wellness and resistance throughout the COVID-19 situation.

2. TERRITORIAL ACKNOWLEDGMENT

B. Berger acknowledged the traditional territory of Tk'emlups te Secwepemc and T'exelc.

2. RECOGNITION OF EXCELLENCE

a. 2020 Convocation

B. Berger read the names of the Medal Winners and Valedictorians and congratulated all of the graduates of 2020.

Medal Winners

Governor General's Academic Medal (Gold), Wei Mao
Governor General's Academic Medal (Silver), Tara Salm
Governor General's Academic Medal (Collegiate Bronze), Trista Moan
TRU Medal in Arts, Jordan Houle
TRU Medal in Business Administration, Kennedy Aberdeen
TRU Medal in Commerce, Logan Williams
TRU Medal in Computing Science, Kieran Haberstock
TRU Medal in Education, Maria Niiro-Foster
TRU Medal in Fine Arts, Marilyn Richards
TRU Medal in General Studies, Carly DeFoe
TRU Medal in Health Science, Laura Mclsaac
TRU Medal in Interdisciplinary Studies, Jessica Fraser
TRU Medal in Journalism, Farrah Johnson
TRU Medal in Natural Resource Science, Tara Salm
TRU Medal in Nursing, Victoria Dean
TRU Medal in Science, Tyrell Desrochers
TRU Medal in Social Work, Jillian Coulter
TRU Medal in Tourism Management, Alejandra Lizondro Trujillo

Valedictorians

Faculty of Adventure, Culinary Arts and Tourism, Aaron Coxworth
Faculty of Arts, Savannah Cockrell
School of Business & Economics, Kennedy Aberdeen
Faculty of Education and Social Work, Jaden Stefanyk
Faculty of Law, Arjun Hair
School of Nursing, Michael Cundari
Faculty of Science, Francis Ogunyemi
School of Trades & Technology, Ginger Powell

4. ADOPTION OF AGENDA

*On motion duly made and adopted, it was **RESOLVED** that the agenda be adopted as circulated.*

5. CONFLICT OF INTEREST DISCLOSURES

No Board members disclosed conflicts of interest.

6. APPROVAL OF MINUTES

a. Minutes of March 27, 2020

M. McLean stated that, although the Secretariat had recorded her as having sent regrets for the Board Public meeting of March 27, 2020, she had been present.

*On motion duly made and adopted, it was **RESOLVED** that the minutes of March 27, 2020 be approved as corrected.*

Action: Secretariat to correct the minutes to show that M. McLean had been present at the Board Public meeting of March 27, 2020.
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7. BOARD CHAIR'S REPORT

a. 2019-2020 Summary of Board Activities

The Chair reviewed the 2019-2020 Summary of Board Activities, provided to the Board for information, which was included in the Agenda package.

b. Secretariat Infographic

The Chair reviewed the Infographic, which was provided to the board for information. She highlighted the work done by Secretariat for Board, Senate, and PCOL.

c. Acknowledgment of departing Board members

B. Berger acknowledged and thanked outgoing student board members, Ali Mulji and Vincent Li, who were attending their last meeting. She also thanked C. Wyse, whose term is coming to an end, but has agreed to participate until a successor is appointed. C. Wyse acknowledged the service that TRU provides.

8. REPORT FROM THE FINANCE COMMITTEE

S. Gill, Committee Chair, delivered the report from the Finance Committee.

a. M.Ed. Extension Fee Proposal

Dean Airini joined the meeting.

S. Gill invited C. Bovis-Crossen to present this agenda item. She provided background information that was included in the memorandum that was circulated with the agenda package.

*On motion duly made and adopted, it was **RESOLVED** to approve the M. Ed. Extension Fee Proposal as circulated.*

b. 2019-20 Fourth Quarter Results

M. Miliovick and P. Manhas provided an overview of the Fourth Quarter Results, which was circulated with the agenda package. Discussion ensued.

c. Financial Sustainability / FY2021 Budget Update

M. Milovick presented the Financial Sustainability Budget update for 2021. The documents for this agenda item were circulated with the agenda package. He reminded governors that this budget is a provisional one because of COVID-19.

9. REPORT FROM THE AUDIT COMMITTEE

a. 2019/20 Audited Financial Statements

The Audited Financial Statements were circulated with the agenda package. S. Gill noted that the Audit Committee had recommended approval of the audited financial statements.

*On motion duly made and adopted, it was **RESOLVED** to approve the 2019/20 Audited Financial Statements as circulated.*

b. Renewal of External Auditors

S. Gill indicated the Audit Committee had reviewed the material circulated with the agenda package and recommended renewal of the external auditors.

*On motion duly made and adopted, it was **RESOLVED** to approve the renewal of External Auditors as circulated.*

10. PRESIDENT'S REPORT

a. President's Report to the Board

President Fairbairn stated that this is his first report to the board using the Vision Statement and its strategic change goals as an organizing framework to report on the activities of the TRU executive. He also highlighted some matters in the report.

b. President's Reports to Senate

- i. April 2020
- ii. May 2020

President Fairbairn drew governors' attention to his reports to senate for April and May 2020 and mentioned some highlights from the reports. The reports were circulated with the agenda package.

c. Annual Report from the President on the Sexualized Violence Policy

President Fairbairn reported that the Annual Report from the President on the Sexual Violence Policy was a legislative requirement. He proceeded to comment on some items in the report and indicated that S. Wolfe was present in the meeting to answer any questions.

11. SENATE REPORT

The Chair of Senate, B. Fairbairn, presented the Senate Report. He also indicated that senate has continued to meet through the pandemic and are using Microsoft Teams to meet.

a. New Undergraduate Program: Post-baccalaureate Diploma in Economics and Political Studies

Dean Mike Henry joined the meeting.

B. Fairbairn presented the new undergraduate program and invited C. Bovis-Cnossen to speak about the program. She mentioned that the Dean of the School of Business and Economics, Mike Henry, joined the meeting and would be available to answer questions. Discussion ensued.

*On motion duly made and adopted, it was **RESOLVED** that the New Undergraduate Program: Post-baccalaureate Diploma in Economics and Political Studies be approved as circulated.*

- b. Institutional Response to Quality Assurance Process Audit (QAPA) Recommendations

C. Bovis-Crossen spoke about the audit and its approval process. Discussion ensued.

*On motion duly made and adopted, it was **RESOLVED** that the Institutional Response to Quality Assurance Process Audit (QAPA) Recommendations be approved as circulated.*

- c. Northwest Commission on Colleges and Universities (NWCCU) Accreditation: Ad Hoc Report on Recommendation 2

C. Bovis-Crossen spoke about the accreditation process and invited questions and comments.

*On motion duly made and adopted, it was **RESOLVED** that the Northwest Commission on Colleges and Universities (NWCCU) Accreditation: Ad Hoc Report on Recommendation 2 be approved as circulated.*

- d. Revisions to university-wide Election Procedures

The Registrar, M. Bluhm, joined the meeting.

B. Fairbairn briefly commented about the election procedures and added they are for the board's information. He stated that, in terms of governance, the election procedures are the responsibility of senate, but also apply to the board and planning council.

- e. TRU Tenure and Promotion Departmental Standards Documents

B. Fairbairn indicated he would not bring all tenure and promotion standards to the board, but thought, for information purposes, that the following standards might be of interest.

- i. TRU School of Nursing Tenure and Promotion Departmental Standards Documents
- ii. TRU School of Business and Economics Tenure and Promotion Departmental Standards Documents
 - 1. Economics Departmental Standards
 - 2. Marketing and International Business Departmental Standards

3. Management Information and Supply Chain Departmental Standards

12. REPORTS AND UPDATES

a. Capital Update

Matt Milovick updated the board on several matters.

i. Nursing and Population Health Building

M. Milovick reported on the status of the Nursing and Population Health Building, noting this would be his last update as the building was complete, on time and on budget. He added that the building would be featured in an upcoming horror movie and commented that TRU would receive credit in the film. A copy of the dashboard report was circulated with the agenda package. Comments ensued.

ii. TRU Community Corporation (TRUCC) Update

M. Milovick updated the board on recent TRU Community Corporation (TRUCC) activities, including the Creston House development (condo development behind Old Main), which should have homeowners moving in near the end of June or early July. He added that TRUCC continues to look at development potential for some of the parcels within its envelope.

iii. Capital Plan Update

M. Milovick commented that this agenda item is for information only, not for approval, which was stated on the agenda. He commented briefly on the update and drew governors' attention to the memorandum that was circulated with the agenda package. He then commented on the changes that have resulted from more accurate cost and building size estimates. He also reminded governors that they had already approved these projects in principle. Questions and comments ensued.

b. 2019/20 Student Full Time Equivalent (FTE) Report

M. Milovick presented the report to the board, a copy of which was circulated with the agenda package. He reminded governors that, since there is no longer a government requirement to have this report audited, the Audit Committee had recommended that TRU not pay the external auditors to audit it. This recommendation had been adopted by the board. He then added that the university is still required to produce the report, which he presented to the board for information.

- c. Safety and Emergency Management Report, Winter Semester 2020

M. Milovick presented the report, a copy of which was circulated with the agenda package. He indicated that there were several positive initiatives the university had undertaken.

13. NEW BUSINESS

- a. TRU Institutional Accountability Plan and Report (IAPR)

D. Crespin-Mueller joined the meeting.

D. Crespin-Mueller presented the TRU Institutional Accountability Plan and Report (IAPR), a copy of which was circulated with the agenda package. Comments and questions ensued.

*On motion duly made and adopted, it was **RESOLVED** that the TRU Institutional Accountability Plan and Report (IAPR) be approved as circulated.*

14. NEXT BOARD MEETING

- a. The next Board meeting is scheduled for Friday, October 9, 2020.

B. Berger reported that the next meeting of the board would be held on October 9, 2020. She added that the Secretariat had offered to give governors a demonstration of Microsoft Teams prior to the next board meeting, so perhaps the meeting would be held in that format.

15. TERMINATION OF MEETING

There being no further business, the Chair terminated the meeting at 2:37 p.m.