MINUTES OF MEETING #1 (2003-04) OF THE

BOARD OF TRUSTEES

HELD ON THURSDAY, SEPTEMBER 25, 2003 AT 4:00 P.M.

IN THE BOARD ROOM, 13TH FLOOR, SCHMON TOWER

PRESENT:

Chair	Mr. David Edwards
Vice-Chairs	Dr. Norris Walker Mr. Willy Heidbuechel
Members	Dr. Sharon Abbey Ms. Mitzi Banders Mr. Nick Brown Mr. Jim Dertinger Mr. David Edwards Val Fleming Mr. Thomas Gauld Mr. George Grant Ms. Karin Jahnke-Haslam Mr. Rudi Kroeker Dr. Andy Panko Ms. Jagoda Pike Ms. Geeta Powell Mr. Tom Rankin Dr. Mary Frances Richardson Ms. Eleanor Ross Ms. Donna Scott Ms. Wendy Staff Dr. Patricia Teal
Ex-Officio:	President and Vice-Chancellor Dr. David W. Atkinson
Staff:	Dr. Terry Boak,Vice President, Academic & Provost Mr. Steven Pillar, Vice-President, Finance and Administration Mr. Grant Dobson, Executive Director, External Relations Ms. Pauline McCormack, Acting Director, Human Resources
Secretary to the Board *Recording Secretary*	Evelyn Janke Margaret Thompson
ALSO PRESENT:	Mr. Patrick Beard, Director, Institutional Planning and Analysis Mr. Mike DeSousa, Visitor Mr. Brandon Larry, BUSU President Ms. Joanne McKee, Director, Finance/Controller

REGRETS: Ms. Beulah Alexander, Mr. Mike Benson, Dr. Mohammed Dore, Dr. Raymond Moriyama, Mr. Angelo Nitsopoulos, Mr. Duncan Small, Mr. Mark Steinman

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Dr. Walker welcomed continuing Trustees and new Trustees Tom Gauld, Eleanor Ross, staff member Mitzi Banders and student member Nick Brown.

1. MINUTES OF THE PREVIOUS MEETING

[Minutes of the 2002-2003 Annual Meeting held on June 26, 2003 had been distributed with the meeting package.]

On a motion by Mr. Edwards, seconded by Val Fleming and carried, it was

RESOLVED that the Minutes of the Annual Board of Trustees Meeting held on June 26, 2003 be approved.

2. BUSINESS ARISING FROM THE MINUTES - None

3. REPORT OF THE EXECUTIVE COMMITTEE

[Minutes of Meeting #1 of the 2003-04 Executive Committee held on August 7, 2003 had been distributed with the meeting package.]

Dr. Walker reported that at its August 7th meeting, the Executive Committee ratified the tentative agreements reached with the Brock University Faculty Association (BUFA), and with the Ontario Secondary School Teachers Federation (OSSTF).

In response to a question, Ms. McCormack reviewed the membership of those included in the OSSTF. Dr. Boak commented that negotiations had proceeded extremely well .

4. REPORT OF THE PRESIDENT AND VICE-CHANCELLOR

[The President=s Report dated September 25, 2003 had been distributed with the meeting package together with an Environment, Health and Safety Update dated September 25, 2003.]

Dr. Atkinson reviewed several issues contained in his written Report and responded to questions.

He noted that an Environment, Health and Safety Update had been attached to his Report.

The President announced Val Fleming=s 75th birthday on Monday! Trustees applauded.

5. REPORTS OF STANDING COMMITTEES

5.1 Planning, Finance and Human Resources Committee
[Minutes of Meeting #1 of the 2003-04 Planning, Finance and Human Resources Committee held on September 11, 2003 had been circulated at the outset of the meeting.]

Mr. Heidbuechel presented the Report of the Planning, Finance and Human Resources Committee which included recommendations from the Committee on the following:

a) Rodman Hall Acquisition
[The following reports had been distributed with the meeting package: 1) Rodman Hall Arts Centre Summary Report; 2) Brock University and Rodman Hall Arts Centre Agreement; 3) Rodman Hall Arts Centre Draft Financial Statements dated June 30, 2003, including a Search for Unrecorded Liabilities; and, 4) Pre-Purchase Building Condition Evaluation for Rodman Hall Arts Centre.]

Dr. Atkinson referred members to the numerous documents they had received regarding negotiations with Rodman Hall. The President asked whether the Board preferred to move
in camera for discussion.

On a motion by Dr. Panko, seconded by Mr. Heidbuechel, the Board moved ***in camera*** at 4:25 p.m. Mr. Beard, Mr. DeSousa and Mr. Larry withdrew from the meeting.

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The Board resumed **open session** at 5:15 p.m.

[During the in camera session, Dr. Atkinson: 1) provided background information and reviewed the current status of the University=s acquisition of Rodman Hall Arts Centre; 2) reported on the status of the Lowenberger Residence and conferred with the Board regarding the situation; and 3) consulted with the Board regarding the re-election of the Chancellor. The following motions were unanimously approved in camera:

- **THAT the Board of Trustees approve the Agreement between Brock University and Rodman Hall Arts Centre with the amendments as presented to the Planning, Finance and Human Resources Committee on September 11, 2003.**
- **THAT the Board of Trustees endorse the nomination by Senate of Dr. Raymond Moriyama for re-election as Chancellor of Brock University for a term from July 1, 2004 to June 30, 2006.]**

b) Audited Financial Statements, Audit Results, and Reconciliation of Internal Financial Results to Draft Audited Results
[A Report to the Planning, Finance and Human Resources Committee, including Appropriations, Draft Audited Financial Statements, Audit Results, and the Reconciliation of Internal Financial Results to Draft Audited Results, for the year ended April 30, 2003 had been distributed with the meeting package.]

Mr. Heidbuechel highlighted the Audited Financial Statements, noting, in particular, the accounting treatment of the government grant which would be flowed by the Government on a slip-year basis. This situation was reflected in the bottom line deficit which equalled almost exactly the revenue that would not be received until the 2003/04 year.

Mr. Heidbuechel referred to the Audit Results and Comments by the Auditors indicating that procedures had improved and the implementation of new processes would continue to enhance the facility of conducting the annual audit. He noted that the report also dealt with the process of Appropriations. The CURIE Directors Liability Insurance Summary had been provided on the back of the Environment, Health and Safety Update for the information of the Board.

On a motion by Mr. Heidbuechel, seconded by Ms. Jahnke-Haslam and carried, it was

RESOLVED that the Audited Financial Statements, Audit Results, Appropriations, and the Reconciliation of Internal Financial Results to Draft Audited Results for the year ended April 30, 2003 be approved.

c) Budget and Expenditure Monitoring
[A report to the Planning, Finance and Human Resources Committee regarding Budget and Expenditure Monitoring dated September 3, 2003 had been distributed with the meeting materials.]

Mr. Heidbuechel referred members to the Budget and Expenditure Monitoring Report which provided the background and an information update regarding the implementation of budget processes in 2003-04.

d) Appointment of Bank Signing Officers
[Reports to the Planning, Finance and Human Resources Committee regarding Appointment of Bank Signing Officer dated September 3, 2003 had been distributed with the meeting materials.]

On a motion by Mr. Heidbuechel, seconded by Ms. Jahnke-Haslam and carried, it was

RESOLVED

- **that the Chair of the Board of Trustees, Vice-Chairs of the Board, President, Vice-President, Finance and Administration, Director of Finance/Controller, and Secretary to the Board be assigned officers of the University for purposes of the banking resolutions; and**
- **that the Banking Resolutions for Scotiabank, The Bank of Nova Scotia, and the Royal Bank of Canada, authorizing any two of the President, Vice-President, Finance & Administration and Director of Finance/Controller as signatories, be approved.**

e) Brock University Parking Regulations
[A copy of the Brock University Parking Regulations had been distributed with the meeting materials.]

Referring to the Report, Mr. Heidbuechel noted that the text referred to ACampus Police@; the name had been changed to ACampus Security@.

On a motion by Mr. Heidbuechel, seconded by Ms. Staff and carried, it was

RESOLVED that the Brock University Parking Regulations for 2003-04 be approved.

On a motion by Mr. Heidbuechel, seconded by Ms. Jahnke-Haslam and carried, it was

RESOLVED that the Report of the Planning, Finance and Human Resources Committee as contained in the minutes of its meeting held on September 11, 2003 be accepted.

5.2 Development and Community Relations Committee
[Minutes of Meeting #1 of the 2003-04 Development and Community Relations Committee held on September 11, 2003 along with a report titled *Ontario Student Opportunity Trust Funds (OSOTF 2)* had been distributed with the meeting package.]

Dr. Panko presented the Report of the Development and Community Relations Committee. Mr. Dobson provided a brief summary of the *Ontario Student Opportunity Trust Funds (OSOTF 2)* document.

On a motion by Dr. Panko, seconded by Mr. Grant and carried, it was

RESOLVED that the Good, Better, Brock! Campaign be modified to accommodate OSOTF 2 with the terms and conditions outlined in the *Ontario Student Opportunity Trust Funds (OSOTF 2)* document revised September 2, 2003.

On a motion by Dr. Panko, seconded by Mrs. Ross and carried, it was

RESOLVED that the Report of the Development and Community Relations Committee as contained in the minutes of its meeting held on September 11, 2003 be accepted.

5.3 Capital Projects and Facilities Committee
[Minutes of Meeting #1 of the 2003-04 Capital Projects and Facilities Committee held on September 16, 2003 had been distributed with the meeting package.]

Mr. Rankin presented the Report of the Capital Projects and Facilities Committee. He briefly reviewed several items contained in the Report.

On a motion by Mr. Rankin, seconded by Dr. Teal and carried, it was

RESOLVED that the Report of the Capital Projects and facilities Committee as contained in the minutes of its meeting held on September 16, 2003 be accepted.

At the request of the President, Mr. Brandon Larry provided information on the progress of renovations to the Alumni Student Centre. Mr. Larry noted that Trustees would soon be invited to the grand opening.

5.4 Nominating Committee
[A Report of the Nominating Committee dated September 25, 2003 had been distributed with the meeting package.]

Mr. Edwards presented the Report of the Nominating Committee, noting there were two remaining vacancies in the lay membership on the Board.

On a motion by Mr. Edwards, seconded by Professor Abbey and unanimously carried, it was

RESOLVED that Dr. Valerie Jaeger be elected to the Board of Trustees of Brock University effective immediately to June 30, 2006.

6. OTHER BUSINESS

Dr. Atkinson acknowledged the Board=s involvement in the Final Report 2002-03 of the President=s Long-Range Planning Committee, distributed with the agenda materials. He encouraged Trustees to review the final document.

The President encouraged members to attend the various festivities being held on campus during Brock Days, September 26, 27 and 28th. He noted that a formal opening of Quarry View Residence and the East Academic building would be held the following day, September 26.

Invitations to attend Fall Convocation would be forwarded to Trustees in the very near future.

7. ADJOURNMENT

The meeting adjourned at 5:45 p.m. and was followed by dinner in Alphie=s Trough.