



Brock
University

Board of Trustees

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MINUTES OF MEETING #3 (2008-09)

BOARD OF TRUSTEES

THURSDAY, FEBRUARY 26, 2009, 4:00 PM

BOARD ROOM, 13TH FLOOR, SCHMON TOWER

PRESENT: *Chair* Mr. David Howes

Vice-Chair Mr. Rudi Kroeker

Members Ms. Georgina Black
Dr. Leslie Boldt-Irons
Mr. David Civiero
Ms. Wanda Gilmore
Mr. Tom Goldspink
Mr. Paul House
Dr. Val Jaeger
Ms. Julia Kamula
Mr. Roelof Makken
Mr. Sohail Mall
Ms. Lisa Ann Neville
Mr. Dennis Parass (*via teleconference*)
Mr. Peter Partridge
Mr. Sebastian Prins
Mr. Bill Rickers
Mr. Joe Robertson
Ms. Betty-Lou Souter
Mr. John Suk
Dr. Susan Sydor
Ms. Mary Turner
Dr. Norris Walker
Ms. Valerie Wolfe
Mr. Bruce Wormald
Ms. Helen Young

Ex officio:
President and Vice-Chancellor Dr. Jack Lightstone

Official Resource:
Vice-President, Academic and Provost Dr. Terry Boak
Vice-President, Advancement Mr. David Petis

Vice-President, Finance and Administration	Mr. Steven Pillar
Vice-President, Research	Dr. Liette Vasseur

Secretary to the Board	Mr. Mike Farrell
Recording Secretary	Ms. Margaret Thompson

ALSO

PRESENT: Mr. Doug Earle, Dean Rosemary Hale, Ms. Pauline McCormack, Ms. Joanne McKee, Mr. Tom Saint-Ivany, Dr. Philip Wright

REGRETS: Mr. David Appel, Ms. Mitzi Banders, Dr. Maureen Connolly, Mr. Ned Goodman, Ms. Joy Rogers

1. CALL TO ORDER

Mr. Howes welcomed members and called the meeting to order.

2. DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared.

3. MINUTES OF THE PREVIOUS MEETING

[The minutes of Meeting #2 (2008-09) held on December 4, 2008 had been posted with the meeting materials.]

On a motion by Ms. Souter, seconded by Mr. Mall and carried, it was

RESOLVED that the Minutes of Meeting #2 (2008-09) of the Board of Trustees held on December 4, 2008 be approved.

4. BUSINESS ARISING FROM THE MINUTES - None

5. REPORT OF THE CHAIR OF THE BOARD

On behalf of the Board of Trustees, Mr. Howes expressed congratulations to Dr. Marilyn Walker and Dr. Norris Walker for recently receiving the highest honour of the Rotary Club, the Paul Harris Fellowship, in recognition of their humanitarian and philanthropic service to the community.

During the previous meeting of the Board, the student whose artwork was presented to Trustees, Ms. Christine Rougoor, was unable to be in attendance. While Ms. Rougoor had hoped to attend today's meeting, most unfortunately, she was in hospital due to an accident. Mr. Howes, on behalf of the Board, would send her a letter of appreciation and well wishes for her recovery.

At the 2009 OUA Wrestling Championships hosted by Brock University this month, the Badger men captured their 15th straight OUA crown, while the Brock women won their second straight OUA title and eighth in the past nine years. Head Coach Marty Calder was named both the OUA Men's and Women's Coach of the Year. He has now been named OUA Men's Coach of the Year six times and women's three times. Congratulations were expressed to the student athletes and to Head Coach Marty Calder.

Brock's annual Open House would be held on Sunday, March 1. Mr. Howes noted that this event is a great opportunity for prospective students and their families, as well as members of the community and the Board to experience all that Brock has to offer.

The Chair noted that this was the first Board meeting in which no paper was circulated except for in camera materials. As well, the Secretariat Office has been working on a Board Member's Portal to facilitate the process of receiving meeting materials and providing more convenient access to other areas of the University's web site and access to outside links. Mr. Farrell referred Trustees to the confidential envelope placed at their seats which contained their user name and password. He then referred members to the overhead screen and provided a demonstration of the portal.

6. REPORT OF THE EXECUTIVE COMMITTEE

The Chair noted that a meeting of the Executive Committee had preceded today's Board meeting. During the meeting, the Executive Committee, on behalf of the Board of Trustees, ratified the Collective Agreement between CUPE 4207 (Unit 2) and Brock University.

7. REPORT OF THE PROVOST AND VICE-PRESIDENT, ACADEMIC

Dr. Boak provided a brief oral update with respect to *Brock 2014*, the academic plan for the University. He noted that discussions were underway at Senate regarding the elimination of three-year degree programs in the Faculties of Humanities, Social Sciences and Mathematics and Science as proposed in the academic plan. Dr. Boak provided a brief update on the search for the next Dean of Graduate Studies.

8. REPORT OF THE ACTIONS OF THE UNIVERSITY SENATE

[A Report of the Actions of the University Senate from the 564th meeting held on December 10, 2008 and the 565th meeting held on February 11, 2009 had been posted with the meeting materials.]

The Reports of the Actions of the University Senate were received for information.

9. REPORTS OF STANDING COMMITTEES

9.1 Advancement, Community Relations and Research Committee

[The minutes of Meeting #2 (2008-09) held on January 15, 2009 had been posted with the meeting materials. Confidential reports had been distributed in hard copy to Trustees prior to the meeting.]

Mr. Goldspink presented the Report of the Committee. He noted that a confidential report from a Joint Meeting of the Capital Projects and Facilities Committee and the Financial Planning, Audit and Human Resources Committee (Agenda Item 9.2) would be considered during the *in camera* session, prior to the confidential reports from the Advancement, Community Relations and Research Committee.

On a motion by Mr. Suk, seconded by Mr. Makken and carried, the Board moved *in camera* at 4:15 p.m. Non-Trustees retired from the meeting. Mr. Earle had been requested to remain for the discussion. Dean Hale remained for the discussion of the first confidential item.]

The Board resumed **open** session at 4:22 p.m. Non-Trustees rejoined the meeting.

[During the *in camera* session, the Board considered several reports and passed confidential recommendations.]

Mr. Goldspink noted that during the meeting of the Advancement, Community Relations and Research Committee, Dr. Liette Vasseur had provided an excellent presentation regarding the opportunities to advance research at Brock University.

Acceptance of the Report

On a motion by Mr. Goldspink, seconded by Dr. Sydor and carried, it was

RESOLVED that the Report of the Advancement, Community Relations and Research Committee as contained in the minutes of the meeting held January 15, 2009 be accepted.

9.2 Joint Meeting of the Capital Projects and Facilities Committee and the Financial Planning, Audit and Human Resources Committee

[The Minutes of Joint Meeting #1 (2008-09) of the Capital Projects and Facilities Committee and the Financial Planning, Audit and Human Resources Committee held on January 29, 2009 had been distributed to Trustees in hard copy, together with confidential materials, prior to the meeting.]

The Report had been considered previously, during the *in camera* session of the meeting.

On a motion by Mr. Robertson, seconded by Mr. Rickers and carried, it was

RESOLVED that the Report of the Joint Meeting of the Capital Projects and Facilities Committee and the Financial Planning, Audit and Human Resources Committee held January 29, 2009 be accepted.

9.3 Capital Projects and Facilities Committee

[Minutes of Meeting #4 (2008-09) held on January 29, 2009, together with the reports indicated below, had been posted with the meeting materials.]

a) **4 Norman Road (International Building) Award of Construction Contract**

[A Decision Item to the Committee *TOPIC: 4 Norman Road (International Building) Award of Construction Contract* dated January 29, 2009, together with Attachment 1: Bid Review and Recommendation and Attachment 2: Tender Summary had been posted with the meeting materials.]

On a motion by Mr. Robertson, seconded by Dr. Boldt-Irons and carried, it was

RESOLVED that the contract for “4 Norman Road” be awarded to Merit Contractors Niagara for a contract value of \$10,190,165 not including GST.

b) Niagara Health and Biosciences Research Complex

[An Information Item to the Committee *TOPIC: Niagara Health and Biosciences Research Complex* dated January 29, 2009 had been posted with the meeting materials.]

The Report was received for information.

c) Niagara Health and Biosciences Research Complex

[A Decision Item to the Board of Trustees *TOPIC: Niagara Health and Biosciences Research Complex* dated February 26, 2009 had been posted with the meeting materials.]

It was noted that the recommendation was being presented directly to the Board for consideration in order to expedite the project.

On a motion by Mr. Robertson, seconded by Ms. Young and carried, it was

RESOLVED that the Board of Trustees authorize staff to undertake *Phase 2 - Design* for the Niagara Health and Biosciences Research Complex project involving a further expenditure of \$155,000 in order to select a Prime Design Consultant and to commence Schematic Design including the projection of a Site Plan for the purposes of a Niagara Escarpment Commission Development Permit application.

d) Second Campus Electrical Feed and Blackstart Capability

[A Decision Item to the Board of Trustees *TOPIC: Second Campus Electrical Feed and Blackstart Capability* dated February 26, 2009 had been posted with the meeting materials.]

It was noted that the recommendation was being presented directly to the Board for consideration in order to expedite the project.

On a motion by Mr. Robertson, seconded by Mr. Civiero and carried, it was

RESOLVED that the Board of Trustees award the contract for “The Second Campus Electrical Feed” project to E.S. Fox Ltd. for a contract value of \$1,962,656 not including GST.

Mr. Robertson then referred Trustees to the following reports that had been posted for the information of the Board:

e) Major Projects Update

[An Information Item to the Committee *Topic: Major Projects Update* dated January 29, 2009 had been posted with the meeting materials, together with the following Project Status Update Reports: Learning Commons and Fire Alarm Replacement, Welch Hall Addition, 4 Norman Road (International Building), Thistle Courtyard/Marketplace, Second Campus 13.8kv Electrical Feed and Blackstart Generator.]

- f) Post Occupancy Evaluations (POE)
[An Information Item to the Committee *TOPIC: Major Project Post Occupancy Evaluation (POE)* dated January 29, 2009 had been posted with the meeting materials.]
- g) Information Technology Services Update
[An Information Item to the Committee *TOPIC: Information Technology Services Update* dated January 29, 2009 had been posted with the meeting materials.]
- h) Acceptance of the Report

On a motion by Mr. Robertson, seconded by Mr. Suk and carried, it was

RESOLVED that the Report of the Capital Projects and Facilities Committee as contained in the minutes of the meeting held on January 29, 2009 be accepted.

9.4 Financial Planning, Audit and Human Resources Committee

[The minutes of a Meeting #3 (2008-09) held on February 5, 2009, together with the reports indicated below, had been posted with the meeting materials.]

Mr. Rickers presented the Report of the Financial Planning, Audit and Human Resources Committee.

- a) 2009-10 Residence Fees
[A Decision Item to the Committee *TOPIC: 2009-10 Residence Fees* dated February 5, 2009 together with Attachment 1: Brock University Residence Operations Proposed 2009-10 Budget, Attachment 2: Fee by Residence and Attachment 3: Comparison of Residence Fees at Ontario Universities with Whom We Compare had been posted with the meeting materials.]

On a motion by Mr. Rickers, seconded by Ms. Souter and carried, it was

RESOLVED that residence fees for 2009-10 be approved as proposed.

- b) 2009-10 Student Tuition Fees
[A Decision Item to the Committee *TOPIC: 2009-10 Student Tuition Fees* dated February 5, 2009, together with Attachment 1: Schedule of Proposed 2009-10 Tuition Fees, had been posted with the meeting materials.]

On a motion by Mr. Rickers, seconded by Ms. Black and carried, it was

RESOLVED that tuition fees for 2009-10 be approved as proposed.

- c) 2009-10 Endowment Bursary Payout Rate
[A Decision Item to the Committee *TOPIC: 2009-10 Endowment Bursary Payout Rate* dated February 5, 2009 had been posted with the meeting materials.]

Mr. Rickers provided a brief overview of the Report and responded to questions.

On a motion by Mr. Rickers, seconded by Dr. Boldt-Irons and carried, it was

RESOLVED that the endowment bursary payout rate for 2009-10 be 3.0%.

Mr. Rickers referred members to the following reports that had been posted for the information of the Board:

- d) 2009-10 Budget Development
[An Information Item to the Committee *TOPIC: 2009-10 Budget Development* dated February 5, 2009 had been posted with the meeting materials together with the following attachments:
1. World Economic Situation - Impact on Brock University
 2. Memorandum to Budget Developers dated January 15, 2009
 3. 2009-10 Budget Development - Principles and Guidelines
 4. Timelines and Process
 5. Message from President Lightstone dated January 19, 2009
 6. 2009-10 to 2013-14 Preliminary Budget Estimates - *Note: the report was not for circulation and had been distributed electronically to Trustees.*]
- e) Internal Audit Update
[An Information Item to the Committee *TOPIC: Internal Audit Update* dated February 5, 2009, together with Attachment 1: Update to the 2008-2009 / 2009-2010 Audit Workplan and Attachment 2: Internal Audit Services Update: Continuous Auditing had been posted with the meeting materials.]

Mr. Rickers noted that in addition to considering the Reports above, the Committee had been apprised of the review currently underway by the Investment Committee with respect to the asset allocation of the endowment fund.

- g) Acceptance of the Report

On a motion by Mr. Rickers, seconded by Mr. Wormald and carried, it was

RESOLVED that the Report of the Financial Planning, Audit and Human Resources Committee as contained in the minutes of its meeting held on February 5, 2009 be accepted.

10. REPORT OF THE GOVERNANCE/NOMINATING COMMITTEE

[A Decision Item to the Board *TOPIC: Report of the Governance/Nominating Committee* dated February 26, 2009 had been posted with the meeting materials.]

Dr. Walker presented the Report of the Governance/Nominating Committee.

On a motion by Dr. Walker, seconded by Mr. Suk and carried, it was

RESOLVED that the amendments to the Board Member Skills Matrix and to the Board of Trustees Expectations and Code of Personal Conduct of Individual Trustees be approved as proposed.

b) Acceptance of the Report

On a motion by Dr. Walker, seconded by Dr. Boldt-Irons and carried, it was

RESOLVED that the Report of the Governance/Nominating Committee dated February 26, 2009 be accepted.

11. REPORT OF THE PRESIDENT AND VICE-CHANCELLOR

[The President's Report dated January 5, 2009 had been posted with the meeting materials.]

Prior to the presentation of the President's Report and generative discussion and in response to a question from Ms. Black, the Board concurred there was no conflict of interest with respect to her firm's working relationship with the Ministry of Training, Colleges and Universities.

The President referred Trustees to his written Report. He noted that a number of town hall meetings held been held with various University constituencies to share information regarding the University's current financial situation and to address questions.

Following the Board's Strategic Issues Session in January 2009, the suggestions presented from Trustees had since been narrowed down, prioritized and categorized into three main areas, namely, better use of space, new program initiatives in the academic stream, and new ancillary and retail opportunities to generate revenue. The information had been forwarded to the Revenue Generating Task Force, chaired by Mr. Pillar, for further consideration. In response to a question, it was noted that a summary report would be made available to Trustees for information.

The President, noting the topic of today's generative discussion was Trustee Advocacy Regarding University Funding, expanded on the rationale for the selection of the topic. By way of an overhead presentation, he provided a brief introduction.

The Chair opened the floor. A comprehensive discussion ensued during which Trustees provided comments and feedback to the President with respect to ways of enhancing the advocacy efforts of Trustees.

12. OTHER BUSINESS

Trustees were reminded that the announcement of the launch of the University's capital campaign would take place on Tuesday, March 10, 2009. All members had received an invitation to attend the day's events.

Dr. Jaeger was pleased to note that Brock University would be receiving the Community Builder Award from the United Way in recognition of its support to the 2008 campaign.

Recognizing that Dr. Vasseur had joined the meeting during the earlier discussion, Mr. Howes

introduced and welcomed her to the Board in her position as Vice-President, Research.

13. ADJOURNMENT

The meeting adjourned at 5:35 p.m. and was followed by a dinner in the Pond Inlet.

Michael Farrell, Secretary

David Howes, Chair