

VOL. 50, NO. 1

MINUTES OF THE BOARD OF GOVERNORS

UNIVERSITY OF NEW BRUNSWICK

The Board of Governors met at 9:00 a.m. on Thursday, 19 October 2017, in the Chancellor's Room of the Wu Conference Centre, on the Fredericton campus.

PRESENT

Dr. J. Andrews	Mr. E. Kalu
Mr. B. Baxter	Dr. L. Keeping-Burke
Mr. M. Bedard	Dr. J. Kieffer
Mr. H. Bempah	Mr. H. Klohn
Dr. N. Betts	Dr. R. MacKinnon
Dr. E. Campbell	Dr. G. MacLean
Ms. P. Cooling	Dr. D. MaGee
Ms. K. Cunningham	Ms. N. Mallory
Ms. S. DeVarenne (Secretary)	Dr. A. McCain
Dr. D. Ganong	Mr. P. Morrison
Ms. M. Grant-McGivney	Mr. D. O'Brien
Mr. T. Gribbons	Ms. K. Plut
Mr. L. Hachey (Chair)	Ms. P. Reid
Ms. J. Hoyt	Ms. R. Tingley
Dr. V. Husain	Dr. D. Woolnough

being members of the Board

Ms. S. Gilks, Director, Communications
Mr. D. Harrington, Comptroller
Ms. M. McNeil, Acting Advisor and Senior Director, Office of the President
Ms. B. Nicholson, Associate Vice-President (Capital Projects and Property Development)
Ms. J. Redstone-Lewis, Associate University Secretary
Mr. R. Skillen, Vice-President (Advancement)
Mr. M. Warren, University Budgeting and Decision Support

Regrets:

Mr. J. Attis	Mayor M. O'Brien
Mr. S. Brittain	Dr. N. O'Byrne
Dr. R. Currie	Mr. W. Squibb
Mr. G. Daley	Dr. D. Stevenson
Mayor D. Darling	Ms. K. Wilson
Ms. R. Fairweather	Ms. B. Yeates
Ms. K. McCain	
Mr. C. Nagle	

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1. **Announcements**

1.1 **Announcements for 19 October 2017**

A) The Chair welcomed members to their first Board Meeting of the year, referring them to the written announcements included with the agenda. The President recognized that the Board was gathering on the traditional territory of Wolastoqiyik. L. Hachey introduced new Board members and noted that J. Attis, S. Brittain, G. Daley, C. Nagle, K. McCain, M. O'Brien, W. Squibb, K. Wilson, and B. Yeates had sent their regrets for the meeting. He also encouraged members to attend Fall Convocation ceremonies. L. Hachey reminded members that the deadline to submit nominations to the Associated Alumni's Proudly UNB Awards was November 1<sup>st</sup>.

B) L. Hachey noted that conflict of interest forms were included in the envelopes of those who had not returned completed copies to the University Secretariat. He indicated that Graduation and Prize Lists were available for perusal at the front of the room.

2. **Approval of Meeting Agenda and Minutes of Previous Meeting**

2.1 **Summary of Resolutions** (posted with agenda)  
2.2 **Minutes of 16 May 2017** (posted with agenda)

The Chair noted that the Strategic Plan Goal for the meeting was: Financial Resilience and Responsibility. Key items of business were the Graduation list, and the review of the audited financial statements. Governor Baxter asked that part of the report of the Nominating & Review Committee be lifted from the Consent Agenda in advance of the meeting; it is included as Item 9 on the agenda.

**MOTION 2, 1:** Baxter/Bedard “That the Board approve the agenda as presented, and the Minutes of 16 May 2017, as presented.”

**CARRIED**

L. Hachey reviewed items on the agenda where there could be potential conflicts of interest. He noted that A. McCain had a conflict with item 9.1 Recommendation for Re-appointment of the Chancellor and that he, R. Tingley and J. Hoyt had a conflict with item 9.2 Recommendation for Appointment to the Joint Nominating Committee for the Office of President. No other items of conflict were brought forward by members.

3. **Business Arising from the Minutes (Open Session)**

There was none.

4. **Graduation and Prize Lists** (Copies were posted to SharePoint in the meeting folder prior to the meeting. The Graduation List was also available on-line  
<http://www.unb.ca/graduation/convocation/listofgraduates.html>)

The Chair reminded Members that the graduation and prize lists were available online. R. MacKinnon presented the graduation and prize lists, noting that Senates approved the lists at their meetings on 17 and 18 October 2017. He read into the record the following changes to the Fredericton graduation list:

4. **Graduation and Prize Lists** (cont'd)**ADDITIONS:**

**BACHELOR OF ARTS** Second Division  
Philip Ryan Ausman English

**BACHELOR OF EDUCATION** Distinction  
Shoshana Monheit Elementary Education

**BACHELOR OF COMPUTER SCIENCE** Second Division  
Fatemeh Tahrirchi

**BACHELOR OF INFORMATION SYSTEMS** Second Division  
Almohannad Shakir Alhabbal

**BACHELOR OF SCIENCE** Distinction  
Lisa Ann Leachman General Science

**BACHELOR OF SCIENCE** First Division  
Lauren Holden Psychology

**PARTNER PROGRAMS**

**BACHELOR OF EDUCATION** Distinction  
Chantal Josanne Amarali  
Shivanie Soogrim

**BACHELOR OF EDUCATION** Second Division  
Teri Dion Holman-Neptune

**MASTER OF SCIENCE IN EXERCISE & SPORT SCIENCE, University of the West Indies**  
Khismar Catlin  
Kerry Celestine  
Rohan Clarke  
Dexter Gill  
Dania Hamilton  
Daniel Mitchell

**MOTION 4, 1** Keeping-Burke/Reid "That the Board approve the  
Graduation and Prize lists, as amended."

**CARRIED**

The Chair asked for an enabling motion allowing the Registrar to, in consultation, make changes and additions to the graduate and prize lists.

4. **Graduation and Prize Lists** (cont'd)**MOTION 4, 2**

Andrews/Keeping-Burke      "That the Board authorize the Registrars to make changes and additions to the Graduation and Prize Lists between now and 31 December for those who are deemed to have graduated in October 2017, after consultation with the Faculties, Departments or Divisions concerned, and the Dean of Graduate Studies in the case of graduate degrees and prizes, with the approval of the President, and subject to later report to the Senates and the Board."

**CARRIED**5. **Other Business (Open Session)**

There was none.

**CLOSED SESSION****OPEN SESSION**11. **President's Report**11.1 **President's October Report** (posted with agenda and handed out)

The President drew members' attention to his October 2017 Report posted with the agenda. He noted that the President's Advisory Group on Experiential Education has submitted its final report, providing advice for the implementation province-wide; UNB will be ready to implement its recommendations once the Province releases the report. The Tuition Review Task Force had also submitted a draft report. The report will be circulated to the University community for consultation in the coming months. The President spoke to the untimely passing of Ann Sherman, Dean of Education. He noted that she had been leading the Truth and Reconciliation Task Force. The group is preparing a 10-point action plan to be circulated to the University community. The University is hoping to implement the first two items in the plan this academic year: the establishment of an Indigenous Advisory Council and the hiring of an Indigenous lead to advise the University as it moves forward.

E. Campbell indicated that the KPMG Administrative Services Review report had been circulated to the University community for feedback. Responses are being collected. The President indicated that he planned to write to the community with his response to the report's recommendations in light of the feedback received. The academic planning process continues to move forward. An extension to the consultation process has been made and the final report is expected to be brought forward at the Board's December meeting. Once the academic planning document has been approved, the strategic planning process will begin. A proposal on Strategic Planning will be presented at the December meeting of the Board.

The President spoke to government relations, noting that a memorandum of understanding with the Provincial government was almost complete and that a positive outcome was expected. He handed out a government relations reference form to provide

**11. President's Report (cont'd)****11.1 President's October Report (cont'd)**

speaking notes and key messages for members if they have the opportunity to speak with government. He spoke to requirements under lobbyist legislation and asked that if members do speak with elected officials or government staff, they inform the President's office.

E. Campbell thanked D. Ganong for his work as campaign co-chair of the 'It Begins Here' fundraising campaign, noting that the University has met 92% of its \$110 million goal, meeting its \$55 million goal for student support. He spoke to the Transformation through Innovation (TTI) strategy, noting that academic planning documents from units will be used when reaching out to supporters for funding. He noted that the University is building partnerships with industry that will help advance research and encourage entrepreneurship. He also spoke to the value of knowledge transfer and how it can affect strategies used to address the problems of the day from social to environmental policy.

**11.2 Outlook and Priorities for 2017-18 and Beyond (verbal)**

The President spoke to the opportunities available to the University community through TTI and the work of the task forces on tuition, experiential learning, and non-traditional program delivery models. He indicated high expectations with regard to the influence he expects the work of the University to have over the social and economic future of the Province.

**11.3 Projects Update (verbal)**

The President updated Board members on a number of ongoing projects, noting that most were address in his report to the Board under item 11.1.

**11.4 Preliminary Enrolment Figures (posted with agenda)**

The President spoke to an overall slight decline in enrolment. R. MacKinnon noted that enrolments on the Saint John campus increased by 3.5%. Domestic enrolment was up but international enrolment was down. He noted that work was underway to increase diversity in international student enrolment on the Saint John campus. G. MacLean noted that paid undergraduate enrolment for the Fredericton campus as of 1 October was 5934 headcount and 5610 FTE, representing a decrease of approximately 2% for headcount from 2016 and 2.7% for FTE. Graduate enrolments are still in flux, but at 1 October were 1404 head count and 1088 FTE. He noted that UNB's enrolment decline was less than other institutions in the region according to data provided by the Atlantic Association of Universities (AAU). The University's conversion rate remained consistent at approximately 43%. The acceptance rates remained approximately the same as last year.

The President spoke to the need to increase enrolments, especially on the Saint John campus, and to attract more students from outside the region. Increasing research activity is expected to attract graduate students. He spoke to the Federal Government's growth strategy for the Atlantic region, noting that the goals of increasing immigration by 2,000 people seemed modest. Members discussed the diversity of international students and the

11. **President's Report** (cont'd)11.4 **Preliminary Enrolment Figures** (cont'd)

University's exchange programs with institutions across the globe. Members discussed conversion rates. G. MacLean explained that a number of students do not meet the University's admission standards and that there will always be students who apply, but whose first choice is not UNB. He spoke to retention, noting that the Saint John campus has strong programs in place to assist students. The Fredericton campus is working on improving advising and mentoring. Members discussed the University's admission standards. The President noted that efforts are being made to improve conversion rates and that best practices are being examined.

Members discussed differential tuition rates, and follow-up strategies with students who choose to leave UNB. It was noted that an exit survey is conduct with those students who meet with advisors before leaving, but email surveys sent after they have left do not experience a high rate of response. Members discussed financial aid and an initiative from the Department of Mathematics and Statistics to admit a few of the Province's brightest students into the Department after completing Grade 11. Members discussed bridging programs, English Second Language training and foundation years as ways to improve student success and better prepare some incoming students for the rigours of regular coursework. One member spoke to the benefit of the lower student to teacher ratio at UNB and the importance of students being able to interact with full-time faculty members.

R. Skillen spoke to celebrations planned for September 2018 in recognition of the completion of the fundraising campaign. He expressed hope that it would exceed its target of \$110 million. He thanked D. Ganong and R. Quartermain for their work as campaign co-chairs. L. Hachey expressed thanks on behalf of the Board to D. Ganong.

[APPLAUSE]

12. **Board Chair's Report**12.1 **Report on August Retreat** (posted with agenda)

L. Hachey spoke to the Board's August retreat and thanked R. Tingley for her work in planning the agenda. He encouraged members to complete conflict of interest forms and to attend convocation ceremonies. The Chair spoke the focus for his term as Chair, noting that there were four key themes: Presidential search, energizing the Saint John campus, effective Board meetings, and government relations. He indicated that he had asked a few Board members to assist in leading these initiatives. L. Hachey spoke to meetings of the Board with Saint John Deans and Fredericton Deans, noting that it was helpful to have their input. He suggested that these meetings continue. He indicated that he would like to set up individual meetings with interested Board members to discuss ideas or concerns, noting that he had already met with some members.

**13. Consent Agenda Matters (Open Session)****13.1 Consent Agenda Summary** (posted with agenda)**13.2 Board Advancement Committee****13.2.1 Minutes of 10 October 2017 – open items** (posted with agenda)

The Report of the Advancement Committee was received for information and approval of the following:

“That the Board approve the proposed Undesignated Estate Gifts Policy, as presented.”

**13.3 Board Executive Committee****13.3.1 Minutes of 29 June 2017 – open items** (posted with agenda)**13.3.2 Minutes of 6 September 2017 – open items** (posted with agenda)**13.3.3 Minutes of 13 September 2017 – open items** (posted with agenda)**13.3.4 Minutes of 28 September 2017 – open items** (posted with agenda)

The reports of the Board Executive Committee were received for information.

**13.4 Board Nominating & Review Committee****13.4.1 Minutes of 29 June 2017** (posted with agenda)

The report of the Board Nominating & Review Committee was received for information and approval of the following:

“That the Board approve the following appointments to Board Committees and other bodies to which the Board makes appointments:

Executive Committee: Lisa Keeping-Burke in place of Bruce Balcom, Faculty Member

Finance Committee: Brian Baxter in place of Kathryn McCain

Investments Committee: Nachiketa Kumar in place of Srikanth Narayanan, Student Advisor, SIF

Properties Committee: Scott Brittain in place of Duc Luong

Student Disciplinary Code- Supervisory Board: Jim Kieffer in place of John Johnson.”

**13.4.2 Minutes of 6 September 2017 – open items** (posted with agenda)

The report of the Nominating & Review Committee was received for information and approval of the following:

“That Kathryn McCain be re-appointed to the University Honorary Degrees Committee, subject to approval of her appointment as Governor Emerita.”

Secretary’s Note: K. McCain’s appointment as Governor Emerita was approved at the 6 September 2017 meeting of the Board Executive Committee.

13. **Consent Agenda Matters (Open Session)** (cont'd)13.5 **Appointments to the Student Disciplinary Committee for 2017-18** (posted with agenda)

The appointments to the Student Disciplinary Committee for 2017-18 were received for information and approval of the following:

“That the Board approve the appointments to the Student Disciplinary Committee for 2017-18, as presented.”

13.6 **Report of Board of Trustees Shared Risk Plan for Academic Employees** (posted with agenda)

This report was received for information.

13.7 **Properties Committee: Report on Land Endowment** (posted with agenda for information)

This report was received for information.

MOTION 13, 1: Keeping-Burke/Mallory “That the Board approve matters included in the consent agenda (open session), from item 13.2.1 to 13.7, inclusive, as presented.”

CARRIED

14. **Report of the Board Properties Committee**14.1 **Update from 18 October 2017 Meeting** (posted with agenda)

T. Gribbons noted that the Properties Committee had met to discuss the top three risks to the University, the prioritization of land use, and to receive an annual review of University land holdings. B. Nicholson provided an update on projects funded using Strategic Infrastructure Funds, noting that the Kinesiology Building in Fredericton was on schedule and on budget. The Multi-use Greenhouse on the Saint John campus was now on schedule and on budget. There had been difficulty sourcing the necessary materials, causing delays and increasing the cost.

B. Nicholson spoke to the third component of the Healthy Living Village, noting that it was planned to be an aquatic facility. Discussions are continuing with the City of Fredericton. She noted that a survey of usage of the Sir Max Aitken Pool indicated that 80% of its usage was from community members outside the University. It was noted that the removal the pool and Lady Beaverbook Gymnasium will reduce the University's deferred maintenance. T. Gribbons noted that the former Ward Chipman Library on the Saint John campus will become the Health and Social Innovation Centre.

Members discussed the Sir Max Aitken pool and its scheduled closure. G. MacLean noted that the University was looking for direction from the City of Fredericton about construction of a new aquatic facility. Members spoke to media coverage, noting that the user groups were continuing to advocate for the construction of a new aquatic facility.

15. **Academic Planning**15.1 **Draft UNB Academic Plan 2017** (posted with agenda)

G. MacLean drew members' attention to the draft UNB Academic Plan 2017, posted with the agenda. He reviewed the stages of consultation, noting two town hall meetings, in addition to opportunities to provide written feedback. He noted that feedback on the document from the Fredericton campus had consistently asked for additional time for consultation and that the Academic Planning Committee (APC) meet specifically with Deans and Chairs. The APC decided to extend the consultation period and take a final report to the Senates in November. G. MacLean spoke to the importance of the bi-campus collaboration to produce a single report. He noted that significant revisions were planned for the draft document.

R. MacKinnon noted that both academic planning committees worked diligently over the summer to produce the report. He indicated that feedback from the Saint John campus had been positive. Members discussed the differences between the Fredericton-specific and Saint John-specific components of the document. It was suggested that the Saint John component was more concrete whereas the Fredericton component was more visionary, noting that some faculty members in Fredericton struggle to find themselves or their department in the document. One member noted that the writing style was inconsistent. G. MacLean spoke to how the document was written, noting that as part of the revisions, it would be edited for flow and continuity. Members discussed the idea of a single, named business school and the potential advantages it could bring. Members discussed the title of the document, noting that it was called a 'plan' and suggested that this title did not appear to reflect the document's contents. G. MacLean indicated that the Committees were looking into renaming the document and that it was about creating a planning process. The President indicated that the documents prepared by the units that went into the development of the planning document would be used in the budgeting process to guide decisions about resourcing.

**Luncheon Presentation**

L. Hachey introduced Dr. Ruth Shaw. Ruth started full-time faculty position in computer science at UNB in 1994. She served as Chair of CS Department from 2000 – 2003 and as Dean of Science, Applied Science & Engineering 2008-16. She has recently been seconded as Project lead for health research & programming initiatives since January 2017.

R. Shaw spoke to the development of a Health Research and Programming Initiatives on the Saint John campus, including a bi-campus graduate academic unit. She highlighted ongoing research networks, the establishment of the UNB Cancer Society Research Chair, and the renovation of the former Ward Chipman Library building into the Health and Social Innovation Centre. She spoke to opportunities to attract more funding from the Canadian Institutes of Health Research (CIHR). R. Shaw explained that there were barriers to creating this type of interdisciplinary cluster, noting that changes to the adjunct policy and other structural frameworks will need to be made to allow for easier collaboration and supervision, both between the campuses and with outside healthcare and health research bodies. She indicated that finding space for a Saint John satellite location for the NB Institute for Research, Data and Training (NB-IRD) centre would be the next step in creating this cluster.

**Luncheon Presentation** (cont'd)

Members discussed the potential research and collaboration opportunities that this new cluster presented. R. Shaw indicated that NB-IRDT would launch its second location in July 2018, and that the adjunct policy is currently under review by the School of Graduate Studies. Other projects are awaiting government funding to be able to move forward. The President noted that the Province has indicated interest in partnering with the federal government to provide funding and that this project is the most advanced of those highlighted in the TTI strategy. Members discussed the benefits of combining the health-related research strengths from both campuses to create this health cluster. L. Hachey thanked R. Shaw.

[APPLAUSE]

The President thanked L. Hachey for his work on this project.

[APPLAUSE]

16. **Senates' Business** (Summary reports of Senates' Business for the September and October meetings of the Senates were circulated to members. In addition, the full reports relating to Senates' Business were available to Board members on SharePoint.)

R. MacKinnon and G. MacLean presented Senates' Business for the September and October meetings. R. MacKinnon drew members' attention to the Research Ethics Board appointments, the Certificate Lists, the strategic discussion about the administrative services review and the Report of the Academic Planning & Resources Committee. He noted the suspension of admissions to the Bachelor of Business Administration in Hospitality and Tourism. G. MacLean drew members' attention to the Research Ethics Board Re-appointment, the Report of the Undergraduate Scholarships Committee, and the report of the Nominating Committee. He noted that, at its 5 October 2017 meeting, the Fredericton Senate Nominating Committee discussed proposed changes to the terms of reference of the Joint Board-Senate Residence Committee. Specifically, Nominating discussed the powers of the Joint Committee to provide advice and/or recommendations. Members suggested that Senate and Board be consulted as to what those two bodies would require from the Joint Committee in terms of:

- the advisory capacity of the Joint Committee; and
- the role of the President as Chair of the Joint Committee.

He indicated that Nominating Committee members would be grateful for the input of Senate and the Board on this matter and suggested that those who wished to provide feedback contact him by email.

#### 16.1 **20 and 26 September 2017**

##### For Information

###### **JOINT SENATES' ITEMS**

- 16.1.1 President's Report to the Senates
- 16.1.2 Report of the Vice-President (Research)
- 16.1.3 Strategic Discussion: Administrative Review

Board Meeting 13 19 October 2017

16. **Senates' Business** (cont'd)

16.1 **20 and 26 September 2017** (cont'd)

**FREDERICTON SENATE ITEMS**

16.1.4 Report of the Academic Planning Committee

16.1.5 Student Standings and Promotions Committee

16.1.6 Motion from the Faculty of Arts

**SAINT JOHN SENATE ITEM**

16.1.7 Report of the Academic Planning & Resources Committee

For Approval

**JOINT SENATES' ITEMS**

16.1.8 Certificate and Diploma Candidates

16.1.9 Report of the Undergraduate Scholarships Committee

16.1.10 Graduate Matters

**FREDERICTON SENATE ITEM**

16.1.11 Research Ethics Board

**16.2 17 and 18 October 2017**

For Information

**JOINT SENATES' ITEMS**

16.2.1 President's Report

16.2.2 Preliminary Enrolment Reports

**FREDERICTON SENATE ITEMS**

16.2.3 Report of the Academic Planning Committee

16.2.4 Report of the Senate Nominating Committee

16.2.5 Motions from the Faculty of Science

**SAINT JOHN SENATE ITEM**

16.2.6 Report of the Academic Planning and Resources Committee

For Approval

**JOINT SENATES' ITEMS**

16.2.7 Report of the Undergraduate Scholarships Committee

16.2.8 Report of the Vice-President (Research)

**SAINT JOHN SENATE ITEM**

16.2.9 Certificate and Diploma Candidates

16.2.10 Report of the Academic Planning & Resources Committee

MOTION 16.1:

Keeping-Burke/Cooling      "That the Board approve Senates' Business, items 16.1.8 to 16.1.11, inclusive, and 16.2.7 to 16.2.10, inclusive, as presented."

CARRIED

**CLOSED SESSION**