



**BOARD OF GOVERNORS
OPEN SESSION MINUTES**

March 17, 2022, 12:30 p.m.

Mount Royal University EC 2010

PRESENT:

Alex Pourbaix, Chair - Public Member
Dawn Farrell- Chancellor
Karl Johannson - Public Member
Chris Lee, Vice-Chair - Public Member
Morgan Loberg - Staff Member
Carrie Lonardelli - Public Member
Denise Man – Public Member
Jacqueline Musabende - Faculty Member

Joseph Nguyen – Student Member
Thomas O’Leary – Public Member
Kenna Olsen - Faculty Member
Shannon Pestun - Alumni Member
Tim Rahilly - President and Vice-Chancellor
Sue Riddell Rose - Public Member
David Routledge – Alumni Member
Spirit River Striped Wolf – Student Member

RESOURCES:

Elizabeth Evans, Interim Provost and Vice President, Academic
Kathy Homer, Assistant University Secretary-Board, Recording Secretary
Amy Nixon, General Counsel and University Secretary
Paul Rossmann, Vice-President, University Advancement

REGRETS:

Brenden Hunter- Public Member
Shannon Ryhorchuk - Public Member
Salimah Walji-Shivji - Public Member

GUEST:

Evan Cortens, Director, Institutional Research and Planning for Item #4

CALL MEETING TO ORDER

1. CALL THE MEETING TO ORDER

A. Pourbaix, Chair of the Board of Governors, called the Open Session to order at 12:30 p.m., confirmed quorum and commenced with a territorial land acknowledgment.

1.1 Conflict of Interest Declaration

There were no conflicts declared.

ACTION ITEMS

2. APPROVAL OF AGENDA

Moved and seconded:

THAT the agenda be approved, as presented.

CARRIED.

3. APPROVAL OF MINUTES

3.1 Board Meeting, Open Session, December 2, 2021

Moved and seconded:

THAT the minutes of the Open Session of the Board of Governors' meeting held December 2, 2021 be approved, as distributed.

CARRIED.

3.2 Business Arising from the Minutes

There was no business arising from the past set of minutes.

4. INVESTMENT MANAGEMENT AGREEMENT

Guest: Dr. Evan Cortens entered the meeting

The Board of Governors considered the Investment Management Agreement (IMA), 2022-2025, which was provided for approval. T. Rahilly invited E. Cortens to provide context and background. Committee members heard that Mount Royal University is entering into a three-year agreement, with the portion of the base operating grant tied to achievement of metrics rising each year, as follows:

- 15% in 2022/23;
- 25% in 2023/24; and
- 40% in 2024/25

Weightings, targets and tolerances set for the first year were shared along with one transparency metric.

In response to questions:

- The categories of metrics are the same for all Alberta universities but the weightings, targets and tolerances are set differently
- The international enrolment tolerance was explained

Moved and seconded:

THAT the Board of Governors approve Mount Royal University's Investment Management Agreement, 2022-2025.

CARRIED.

5. MANDATE AND ROLES DOCUMENT

The Board considered the Mandate and Roles Document for approval and for submission to the Ministry.

Moved and seconded:

THAT the Board of Governors approve Mount Royal University's Mandate and Roles document.

CARRIED.

6. BUDGET PLAN: 2022-2023 TO 2024-2025

The Board of Governors considered the 2022/23 through to 2024/25 budget plans that were presented for approval. The budget plan, the narratives, assumptions, and the Board Budget Briefing presentation were all provided in the meeting package.

Mount Royal has successfully moved to a March 31 fiscal year end effective March 31, 2022 and therefore all figures presented reflect estimated activities between April 1 and March 31 of each year. Upon approval, the three-year budget plans will be reported to the Minister of Advanced Education for approval at the end of May 2022.

T. Rahilly and P. Rossmann provided further information on the balanced budget which allows for contingencies for risk. The budget reflects the shift back to in-person delivery with a return to normal revenue generating activities. The material budget assumptions include a \$1M commitment towards student bursaries.

In response to a question, it was explained that:

- The tuition rate increases of 7% end as of this fiscal year. Next year's increase is projected at the rate of the cost of living (likely 1.5%). Students will be consulted as part of the Tuition and Fee Consultation Committee work.

Moved and seconded:

THAT the Board of Governors approve the budget plan as presented for fiscal years 2022/23 through to 2024/25.

CARRIED.

7. POLICY LIBRARY STRATEGY

The Board of Governors received information on the ongoing work related to streamlining and simplifying Mount Royal University's Policy Library.

REPORTS

8. REPORTS

8.1 Board Chair

A. Pourbaix, Board Chair, provided a written report and at the meeting highlighted the meetings held between the Board Chairs, Presidents and the Minister; information on deconsolidation; and a reminder to Board members to fill in the Key Management Personnel Declaration Statement forms.

8.2 Chancellor

D. Farrell, Chancellor, provided a written report that included information on International Women's Day; Chancellor's Corner; and meetings attended. At the meeting, she highlighted the success of the International Women's Day event and thanked board members for taking the time to meet with her one-to-one.

8.3 President and Vice-Chancellor

President and Vice-Chancellor, Dr. Tim Rahilly, provided a written report that included information on the return to campus; the impact of the attack on Ukraine for MRU students; the announcement of a staffing update within the Office of the President; the retirement of Annalise Van Ham and the recruitment process to find the next Vice-President, Finance and Administration; the hiring of the Associate Vice-President, Equity, Diversity and Inclusion; and collective bargaining updates.

T. Rahilly noted that this is the two-year mark since having to deal with restrictions associated with the pandemic. He thanked board and community members for their support and collective efforts. He highlighted that Mount Royal has hired its first Associate Vice-President of Equity, Diversity and Inclusion (EDI), Dr. Magassa, who will begin this spring.

8.4 General Faculties Council

The General Faculties Council report provided information on the meetings held January 21 and February 18, 2022. It was announced that Dr. Kenna Olsen was re-elected as the Academic Staff Member, nominated by GFC. This will be Dr. Olsen's second three-year term on the Board.

8.5 Interim Provost and Vice-President, Academic

E. Evans, Interim Provost and Vice-President, Academic, submitted a written report that provided updates on the following activities in the Division of Academic Affairs:

- Winter 2022 classes
- Collective bargaining
- Registrar and enrolment
- Outstanding research and faculty acknowledgment
- Leadership training
- Awards and recognition
- International Women's Day
- Internationalization
- Indigenization and decolonization

Further information was provided regarding Mount Royal's submission of the seven-year Institutional Comprehensive Review to the Campus Alberta Quality Council (CAQC). Mount Royal was invited to apply for audit status which allows for more self-regulating. The review consisted of the submission, an external site visit and a follow up meeting. CAQC clearly signaled that the review was well received.

8.6 Vice-President, Finance and Administration

A. Van Ham, Vice-President, Finance and Administration, provided a written report that included updates from the Division of Finance and Administration regarding:

- Investment Management Agreement –the financial impacts of projected performance metrics
- Government of Alberta Budget 2022
- Internal Renovations Master Plan (IRMP) major capital
- Recruitment

Annalise Van Ham was not able to be present at the meeting, and as this was her last meeting before retirement, T. Rahilly read a note expressing gratitude on her behalf.

8.7 Vice-President, University Advancement

P. Rossmann, Vice-President, University Advancement, provided a written report on key initiatives within the University Advancement Division: Development; Alumni Relations; Marketing and Communications; and Community Relations.

P. Rossmann reported that \$7.3 M in new fundraising commitments has been achieved, which exceeded the goal of \$7 M set for the year. The target for next year is \$9.8 M, which is a 25% increase from last year. Additionally, he highlighted the Alumni Relations "Big Ideas" event that took place in December. City councillors and alumni participated in conversations about revitalizing the downtown area. The next event will be held in April 2022.

COMMITTEE MATTERS

9. AUDIT AND RISK COMMITTEE

9.1 Committee Report

C. Lonardelli, Vice-Chair of the Audit and Risk Committee, reported the Audit and Risk Committee approved motions through the voting mechanism within the Board portal. The minutes from December 2 were approved as well as the material estimates used in financial reporting. The Committee approved management's methodology and analysis of the material estimates relied on for financial statement reporting. This report was also reviewed by the Finance Committee given the material impact on financial reporting. The Audit and Risk Committee is recommending three policies to the Board for rescindment which can be found within the Board's consent agenda.

10. CAMPUS DEVELOPMENT COMMITTEE

10.1 Committee Report

A written report from the December 16, 2021 and February 28, 2022 meetings was included in the package for information. D. Routledge, Chair of the Campus Development Committee, highlighted the appointment of DIALOG as prime consultant for the G-Wing renovation project.

11. FINANCE COMMITTEE

11.1 Committee Report

K. Johannson, Chair of the Finance Committee, reported that the Finance Committee met to consider the budget plan, policies to be rescinded, the Investment Management Agreement and the second-quarter financial reports.

12. GOVERNANCE AND NOMINATING COMMITTEE

12.1 Committee Report

A. Pourbaix, Chair of the Governance and Nominating Committee, provided a written report summarizing the discussions from the February 28, 2022 meeting. At the meeting, he noted that an alternate date for the fall Board Strategy Session is being reviewed and a poll to determine member availability would be sent shortly in order to set a new date.

CONSENT AGENDA

13. ITEMS REMOVED FOR DISCUSSION

There were no items removed from the consent agenda for discussion.

Moved and seconded:

THAT the Board of Governors approve the consent agenda items for the March 17, 2022, Open Session.

CARRIED.

14. ITEMS FOR APPROVAL

14.1 Board Committee Appointments 2022-2023

THAT the Board of Governors approve the appointments for a one-year term, commencing July 1, 2022 until June 30, 2023:

- Chris Lee, Vice-Chair, Board of Governors
- Shannon Ryhorchuk, Chair, Audit and Risk Committee
- Dave Routledge, Chair, Campus Development Committee

- *Alex Pourbaix, Chair, Governance and Nominating Committee*
- *Chris Lee, Chair, Human Resources Committee*

AND

THAT the Board approve the appointment of members to Board standing committees for a one-year term, commencing July 1, 2022 until June 30, 2023, as presented.

14.2 Policy Rescindment

THAT the Board of Governors rescind the following policies:

- 14.2.1 Alcohol Policy
- 14.2.2 Copyright Materials Policy
- 14.2.3 Criminal Records Checks Policy
- 14.2.4 Employment of Students Policy
- 14.2.5 Environmental Protection Policy
- 14.2.6 Executive Absence Exercise of Power Policy
- 14.2.7 Hours of Operation - LPC Policy
- 14.2.8 Offensive Discriminatory Materials Policy
- 14.2.9 Research Grants Policy
- 14.2.10 Reserve Funds Policy

14.3 Revisions to the Arts Tenure and Promotion Criteria

THAT upon recommendation from General Faculties Council, the Board of Governors approve the proposed revisions to the Research and Scholarship Criteria, Evidence and Standards for Tenure and Promotion for the Faculty of Arts at Mount Royal University including the Arts Scholarly Results Chart, to better represent professional and scholarly activities by Interior Design faculty.

15. ITEMS FOR INFORMATION

15.1 Students' Association of Mount Royal University

15.1.1 Annual Report 2020-2021 (including audited financial statements)

15.1.2 Student Centre Liaison Committee Report 2020-2021

Received for information.

15.2 Financial Reports: Second Quarter to December 31, 2021

Received for information.

15.3 Committee Membership Change

Received for information.

OTHER BUSINESS

16. NEW BUSINESS

There was no new business identified for the consideration of the Board.

17. ADJOURNMENT

Before concluding the meeting, and in her absence, the Board Chair acknowledged Annalise Van Ham, Vice-President of Finance and Administration, as this would have been her last meeting before

retiring. A. Van Ham has been at Mount Royal University for 20 years and in her current role since 2018. The Board expressed gratitude for her close working relationships with the ARC, FC and CDC chairs.

Spirit River Striped Wolf was also acknowledged as this was his last meeting as a student representative of the Board. The SAMRU is currently undergoing elections for a new executive board and Joseph Nguyen is currently uncontested for role of President, SAMRU; he may be back on the Board for 2022-2023.

Moved and seconded:

THAT that the Board of Governors meeting be adjourned at 1:35 p.m.

CARRIED.