



BOARD OF GOVERNORS

Minutes of the Regular Meeting Held on Monday, October 27, 2008 [Public Session]

- PRESENT:
- C. Williams, Chair
 - B. Damps, Recording Secretary
 - M. Delorme
 - J. Giesbrecht
 - K. Hewson
 - N. Kenward
 - M. Koczur
 - D. Marshall
 - R. Ramsden-Wood
 - R. Shaw
- R. Fisher, Provost and Vice-President, Academic
R. Roberts, Vice-President, Administrative Services
H. Wight, Vice-President, External Relations
B. Fleming, Executive Director, Student Affairs and Campus Life
J. O'Connor, Executive Assistant to the President
- D. Anderson, Director, Financial Services
S. Gottheil, Associate Vice-President, Enrolment Management and Registrar
B. Hendrickson, Dean, Faculty of Health and Community Studies
J. Johnson, Instructor, Department of Psychology
L. Judd, Chair, Bachelor of Nursing Program
P. Nordstrom, Director, School of Nursing
A. Pritchard, Instructor, School of Nursing
- ABSENT:
- L. Black
 - J. Diakiw
 - D. Farrell
 - B. MacKenzie

1.1 APPROVAL OF AGENDA

Moved by K. Hewson, seconded by M. Delorme:

THAT the agenda be approved as distributed.

CARRIED

1.2 FACULTY PRESENTATIONS

1.2.1 Dr. Judy Johnson, Instructor, Department of Psychology

Dr. Judy Johnson, Instructor, Department of Psychology, make a presentation to the Board of Governors on her book, What's So Wrong with Being Absolutely Right: The Dangerous Nature of Dogmatic Belief.

1.2.2 Dr. Andrea Pritchard, Instructor, School of Nursing

Dr. Andrea Pritchard, Instructor, School of Nursing, made a presentation to the Board of Governors on her project with the Alberta Children's Hospital, "How Children Understand their Partnership Roles in Family-Centred Care".

1.3 APPROVAL OF MINUTES

1.3.1 Regular Meeting, Public Session, June 2, 2008

Moved by J. Giesbrecht, seconded by K. Hewson:

THAT the minutes of the Public Session of the Regular Meeting of the Board of Governors held on June 2, 2008 be approved as distributed.

CARRIED

1.4 CHAIR'S REPORT

a. C. Williams reported on the following:

- The government's process for appointments to institutional Boards and the current status of appointments to the Mount Royal Board. Two new public members have been appointed to the Board: Jennifer Diakiw and Dawn Farrell. There is presently a vacancy on the Board for another public member.
- The Minister, Advanced Education and Technology, has consulted with Board Chairs concerning the development of a framework for Alberta's research and innovation system.
- The Board met with the Foundation Board Chair on October 17, 2008 to discuss the upcoming campaign.

b. The Board of Governors received the Chair's Report for information.

1.5 EXECUTIVES' REPORTS

1.5.1 President

a. In addition to the contents of his written report, D. Marshall reported on the following:

- Bill 7: Post-Secondary Learning Amendment Act has passed. This legislation defines the mandates, roles and responsibilities of post-secondary institutions in the province. Mount Royal is in the Baccalaureate and Applied Studies institution category and the College will now work with the Minister to ensure that Mount Royal has the tools it needs to be the best institution it can be. Additional information will be available at the December 2008 Board of Governors' meeting.

- Launch of the new institutional brand, held on October 16, 2008, was a very successful event.
 - This past weekend, two events were held: Alumni Weekend attracted 120 individuals who attended Mount Royal during the 1960's for the 1960's reunion; and, Feast of Sound and Song was a very enjoyable and well done event.
 - Upcoming events include Convocation on November 7, 2008 and the Joint College Board of Governors/Foundation Board of Directors meeting and Annual Board Dinner on November 10, 2008.
- b. D. Marshall will be travelling to India in November 2008. Dr. Marshall will be attending the Federation of Indian Chambers of Commerce and Industry Higher Education Summit to make a presentation on exchanges to bring Indian post-secondary institutions together with Canadian post-secondary institutions. Dr. Marshall will also be attending the Association of Commonwealth Institutions Conference of Executive Heads where Mount Royal is on the agenda to become a full member of the Association.
- c. The Board of Governors received the President's Report for information.

1.5.2 Provost and Vice-President, Academic

- a. R. Fisher, Provost and Vice-President, Academic, reported on the following:
- A Task Force on the Role of the Department Chair has issued its report and recommendations to address the most consequential issues for Chairs at Mount Royal. The report provides a three-year plan to move Chairs from a role where they are essentially engaged in bureaucratic work to becoming academic leaders. R. Fisher will forward the Executive Summary for the Board's December 2008 meeting.
- b. The Board of Governors received for information the Report from the Provost and Vice-President, Academic.

1.5.3 Vice-President, Administrative Services

No report.

1.5.4 Vice-President, External Relations

- a. H. Wight, Vice-President, External Relations, reported on the following:
- He will be meeting with the MLA in Mount Royal's riding, Alison Redford, to discuss Mount Royal's plans and aspirations.
 - The College has entered into an arrangement with the City of Calgary for art to be loaned to the institution – classic pieces of art that can be displayed at various locations in the facility. There is currently a display of aviation art in

the Bissett School of Business building. The College's Risk Manager has met with City representatives and arranged for insurance coverage for the pieces under our College's insurance policy.

- b. The Board of Governors received for information the Report from the Vice-President, External Relations.

1.5.5 Executive Director, Student Affairs and Campus Life

- a. B. Fleming, Executive Director, Student Affairs and Campus Life, distributed and reviewed the contents of his written report on the following activities: Career Development Program, Sustainability, Student Counselling Centre Advancement Plan, Volunteer Fair, Residences, and the Division's new faculty orientation.
- b. The Board of Governors received for information the Report from the Executive Director, Student Affairs and Campus Life.

1.6 GENERAL FACULTIES COUNCIL

1.6.1 Minutes, September 4, 2008 Meeting

1.6.2 Report on General Faculties Council Activities

- a. D. Marshall reported that the Council General Faculties Council commenced meeting in May 2008 and is still in the transition period. In September 2008, the Council's focus was on governance issues such as striking sub-committees, approving the by-laws, etc. The Appointment, Promotion and Tenure Committee has generated a great deal of discussion and debate.
- b. The Board of Governors received for information the minutes of the General Faculties Council meeting held on September 4, 2008, and the Report on General Faculties Council Activities.

1.7 DECISION / ACTION ITEMS

1.7.1 Mount Royal College Consolidated Financial Statements, Financial Statement Overview, and 2007-2008 Fiscal Year-End Appropriations

- a. J. Giesbrecht reported that the Audit and Finance Committee met with representatives from the Office of the Auditor General on October 27, 2008 to receive the Report to the Audit and Finance Committee and the audited consolidated financial statements for the fiscal year ended June 30, 2008. The Committee also approved the Reserve Fund allocations, which are incorporated in the consolidated financial statements.
- b. The consolidated financial statements include the operations of the College, the Foundation and the Day Care Society. The College received a clean audit report from the Auditor General's Office.

- c. Moved by J. Giesbrecht, seconded by R. Shaw:

THAT the Board of Governors approve the Mount Royal College Year-End Appropriations and Reserve Fund transfers for the year ended June 30, 2008. Specifically:

Annual appropriations approved through the 2007-2008 budget process:
Allocation to Athletics/Mount Royal Recreation Equipment Reserve - \$200,000.
Allocation to Parking Reserve - \$1,600,000.
Current year net operating spending from Internally Restricted Net Assets – (\$4,060,811).

New appropriation requests:
Allocation to the Residence Reserve – matching the Revised Business Plan - \$700,000.
Allocation in support of Facilities Expansion Projects - \$12,000,000.

Total: \$10,439,189.

CARRIED

- d. Moved by J. Giesbrecht, seconded by R. Shaw:

THAT the Board of Governors approve the Mount Royal College Audited Consolidated Financial Statements for the year ended June 30, 2008.

CARRIED

- e. During an in camera discussion between representatives from the Office of the Auditor General and the Audit and Finance Committee, the auditors conveyed very positive comments about the audit, the cooperation received from the College during the audit, and how Mount Royal is a leader with respect to information technology processes.

1.8 DISCUSSION / INFORMATION ITEMS

1.8.1 Report on Fall Term 2008 Degree Program Implementation

- a. The College implemented the following new degree programs in the Fall Term 2008: Bachelor of Arts, Bachelor of Business Administration, Bachelor of Arts in Criminal Justice, Bachelor of Communication, and Bachelor of Science. Year two of the Bachelor of Nursing program has commenced.
- b. The following degrees are at various stages of the development, review and approval processes for Fall Term 2009 implementation: Bachelor of Education (Elementary, Secondary), Bachelor of Child and Community Studies, Bachelor of Physical Education, Bachelor of Music, Bachelor of Fine Arts, and Bachelor of Science Major, Environmental Science. The College will implement the Bachelor of Computer Information Systems program using its own funds in the Fall Term 2009, and the program has been approved by Advanced Education and Technology.

- c. The three-year Bachelor of Arts degree proposal has been with the Ministry for some time now and has been referred to the Campus Alberta Quality Council by the Ministry for adjudication with respect to three-year Bachelor of Arts programs in the system.
- d. The Board of Governors received for information the report on Fall Term 2008 Degree Program Implementation.

1.8.2 Enrolment Report for Fall Term 2008

- a. R. Fisher reported that despite a late start to recruitment activities for the new degree programs being implemented in the Fall Term 2008, registration numbers are positive. Overall institutional course registration is up by 6%, and enrolment is up by 4%. For the degree programs, demand exceeded supply in the professional areas. Enrolment in Arts and in Science fell a bit short in the Fall Term 2008, but the expectation is that the enrolment targets will be achieved with Winter Term 2009 intake.
- b. The Board of Governors received for information the Enrolment Report for the Fall Term 2008.

1.8.3 Development of Institutional Access Plan – Update

- a. R. Fisher reported that the Division of Academic Affairs continues to work on the development of the Institutional Access Plan. A draft Plan will be available shortly for the institutional review process and a version will be presented to the Board of Governors for approval on December 8, 2008 prior to submission to government by mid-December 2008.
- b. The Board of Governors received for information the Update on Development of the Institutional Access Plan.

1.8.4 Fiscal Year Operating Report to September 30, 2008, Capital Projects Status Report, and Supplemental Budget Update

- a. The operating results at the end of the first quarter of the fiscal year reflect a similar pattern to previous year's results where revenues exceed expenditures by a significant margin. This is a result of the fact that revenues from tuition are received in the first and second quarters, whereas expenditures are evenly distributed during the year. There are no significant issues or concerns relating to the operating results.
- b. A number of capital projects are in the early planning stages. The newly-renovated and expanded Wyckham House opened for business on September 4, 2008, and the official opening ceremony will be held at the end of January/early February 2009. Tenant improvements to a facility in Calgary and one in Edmonton are underway to accommodate the Internationally Educated Nurses program and the Bridge to Canadian Nursing program.

c. A supplemental budget has been prepared for 2008-2009. The supplemental budget includes an increase to the base operations grants; an increase to conditional grants; increased tuition revenue in view of higher than projected enrolments; increased forecast for Earned Capital Contributions and Amortization; updated Scholarships expenses to be funded from Endowment Income; salaries and benefits adjustments; LAPP rate increase; and, minor modifications since approval of the Budget Plan in April 2008.

d. Moved by J.Giesbrecht, seconded by R. Shaw:

THAT the Board of Governors approve the Supplemental Budget for 2008-2009.

CARRIED

1.8.5 Investment Reports to June 30 and September 30, 2008

- a. The Audit and Finance Committee met with a representative from Bissett Investment Management to receive the above-noted Investment Reports. Bissett's investment style resulted in a loss that is less than other investment firms. These are unprecedented times. Market volatility is likely to continue for the next while so it will be important to monitor the situation as the economic environment unfolds and it may even be necessary to engage in scenario planning if the current environment continues for any length of time. Mount Royal's investments support its Endowments.
- b. The Board of Governors received for information the Investment Reports to June 30 and September 30, 2008.

1.8.6 Procedures to Support Policy 1704: Personal Harassment Policy

- a. Since the June 2, 2008 Board of Governors' meeting, a great deal of work has been done to refine the procedures that support Policy 1704: Personal Harassment Policy. The major changes to the procedures relate to the appeal process and the use of legal counsel. It was noted that the version of the procedures distributed with the agenda materials for the meeting is not the most current version and the correct version will be forwarded to Board members for information.
- b. There will be reports to the Board of Governors on personal harassment cases, which are probably about four annually. The Human Rights Advisor and the Associate Vice-President, Human Resources, will be invited to a future Board of Governors' meeting to present a general report to the Board.
- c. The Board of Governors received for information the procedures to support Policy 1704: Personal Harassment Policy.

1.9 COMMITTEE REPORTS

1.9.1 Governance and Nominating Committee

The Board of Governors received for information the written report on the activities of the Governance and Nominating Committee since the Board's June 2, 2008 meeting.

1.10 CONSENT AGENDA

1.10.1 Items Removed from Consent Agenda

There were no items removed from the Consent Agenda.

1.10.2 Consent Agenda

Moved by R. Ramsden-Wood, seconded by M. Delorme:

THAT the Board of Governors approve or receive for information, as recommended, the Consent Agenda items for the October 27, 2008 meeting of the Board of Governors.

1.10.2.1 Information Items

1.10.2.1.1 Academic Council Annual Report: 2007-2008

THAT the Board of Governors receive for information the Academic Council Annual Report: 2007-2008.

1.10.2.1.2 Office of the Ombudsperson and Human Rights Services Annual Report: 2007-2008

THAT the Board of Governors receive for information the Office of the Ombudsperson and Human Rights Services Annual Report: 2007-2008.

CARRIED

1.11 OTHER BUSINESS

In response to an inquiry, the Vice-President, Administrative Services, reported that the College is considering ways of recognizing the Director of Information Technology Services on an on-going basis through a legacy initiative. When details have been worked out, information will be forwarded to the Board of Governors and there will be opportunities for Board member participation.

1.12 NOTICES OF MOTION

There were no Notices of Motion.

1.13 MOTION TO RECESS

Moved by M. Koczur:

THAT the Board of Governors' meeting recess.

CARRIED

C. Williams, Chair

Date