

BOARD OF GOVERNORS

PUBLIC SESSION MINUTES

Friday, February 2, 2024

Senate Chambers Room 1079

1:30 pm – 2:45 pm

Present: I. Agoston, A. Alexander, A. Beswick, D. Den Duyf, J. Henley, J. McKay – CHAIR, P. Mullins, D. McIntosh, G. Payne, T. Whitcombe, C. Wishart

Absent: K. Farrell, T. Morrison, M. Reed, G. Stewart, – VICE-CHAIR,

Governance: K. Howitt (Senior Governance Officer), A. Parent (Governance Officer – Recording), M. Rennie (Governance Coordinator)

Administration: L. Haslett (Associate Vice-President, Administration), W. Rodgers (Vice-President Academic & Provost), R. Somani (Vice-President Finance and Administration), P. Wood-Adams (Vice-President Research and Innovation)

The meeting commenced at 1:30 pm.

1. **Acknowledgement of Territory**

The Chair acknowledged the First Nations territories on which we work.

2. **Chair's Remarks**

- **Declarations of Conflict**

The Chair called for any declarations of conflict with items on the Agenda. There was none.

- **Correspondence Received**

There was no correspondence for the Public Session.

3. **Report from the Closed Session of the Board**

a. **November 16, 2023**

- Management Letter from KPMG
- UNBC Land Development Corporation: Re-appointment of Directors
- Board Attendance Report
- Annual Schedule of Board Meetings
- Governance Action Items
- Annual Performance Review of the President
- Enrollment Management Discussion

4. **Approval of Agenda**

MOTION: 2024BP02.02.01 (T. Whitcombe/G. Payne)

That the Agenda for the Public Session of February 2, 2024, of the Board of Governors be approved as presented.

CARRIED

5. **Approval of Minutes**

a. **Public Session Minutes of November 16, 2023**

MOTION: 2024BP02.02.02 (P. Mullins/C. Wishart)
That the Public Session Minutes of November 16, 2023, of the Board of Governors be approved as presented.
CARRIED

6. **Business Arising from Previous Public Session Minutes**

7. **Reports of Committees and Related Motions**

- (i) **Audit and Risk Committee** – G. Stewart, Chair
No report. No meeting since the November quarterly meeting.
- (ii) **Finance and Investment Committee** – A. Beswick, Chair (**Discussion 34 minutes**)

- a. **2024/2025 UNBC Tuition Fees** – R. Somani/W. Rodgers
Materials were received and reviewed. The Board discussed the proposed tuition increases in relation to the evolving landscape of International Students at UNBC. The increase aims to achieve multiple outcomes, ensuring adequate support for students and administrative processes, providing clarity on costs for incoming international students, narrowing the gap with peer institutions, attaining a competitive 'sticker price,' allowing for necessary tuition relief, scholarships, and bursaries.

MOTION: 2024BP02.02.03 (A. Beswick/G. Payne)
Whereas s.27(2) of the University Act grants the Board the authority to set, determine and collect fees;
And Whereas the Government of British Columbia's Tuition Limit Policy, limits domestic tuition and mandatory fee increases to the rate of inflation (2%);
Now therefore, on the recommendation of the President, and in compliance with the Government of British Columbia's Tuition Limit Policy, and the recommendation of the Finance and Investment Committee the Board approves the 2024-25 Tuition Fee Schedule for the University of Northern British Columbia as presented including a differential fee increase for international undergraduate students as presented in the fee schedule.
CARRIED

- b. **Delegation of Authority to the President to Approve Fees** – R. Somani/W. Rodgers
Materials were received and reviewed.

MOTION: 2024BP02.02.04 (A. Beswick/C. Wishart)
Whereas the University Act grants the Board the authority to set, determine and collect fees, and whereas;
The Government of British Columbia's Tuition Limit Policy limits domestic tuition and mandatory fee increases to the rate of inflation;
The UNBC Fees Committee reviews all fees and applications related to fees, considers submissions from interested and impacted parties, and provides advice and recommendations to the President with respect to fees, and;
Now therefore, on the recommendation of the Finance and Investment Committee, the Board delegates the authority to approve all fees for the 2024-25 planning and budget cycle, except for tuition fees, to the President, acting with the advice of the UNBC Fees Committee and in compliance

with the Province of British Columbia's Tuition Limit Policy, effective on approval of the Board.
CARRIED

- c. Land Trust Grid Promissory Note Extension – R. Somani**
Materials were received and reviewed.

MOTION: 2024BP02.02.05 (A. Beswick/G. Payne)
That on the recommendation of the Finance and Investment Committee, the Board of Governors approves the request to amend the Land Trust Grid Promissory Note by increasing the "Balance Maximum" from \$450,000 to \$750,000 and extending the "Payable on due date or on Earlier Demand" date to December 31, 2025.
CARRIED

- d. Network Access Layer Replacement – L. Haslett**
Materials were received and reviewed. It was noted that this was a planned cost.

MOTION: 2024BP02.02.06 (A. Beswick/G. Payne)
That on the recommendation of the Finance and Investment Committee the Board of Governors approves the expenditure for the replacement and enhancement of the network access layer across these UNBC campuses, with funding to be sourced from the existing IT capital reserves as previously allocated for such infrastructure improvements.
CARRIED

- e. Scholarships, Bursaries and Awards – P. Wood-Adams**
Materials were received and reviewed.

MOTION: 2024BP02.02.07 (A. Beswick/P. Mullins)
That on the recommendation of the Finance and Investment Committee the Board of Governors approves the scholarships, bursaries and awards as recommended and approved by the UNBC Senate, for the period November 2023 to January 2024, as presented.
CARRIED

- (iii) **Governance and Human Resources Committee** – J. McKay, Chair (Discussion 5 minutes)

- a. UNBC Exempt Compensation Philosophy and Program – L. Haslett**
Materials were received and reviewed.

MOTION: 2024BP02.02.08 (G. Payne/D. Den Duyf)
That on the recommendation of the Governance and Human Resources Committee the Board of Governors approves the UNBC Exempt Compensation Philosophy and Program, as presented.
CARRIED

- b. Dual-Credit Agreement – UNBC, CNC, and SD57 – Technology Exploration Program – W. Rodgers**
Materials were received and reviewed.

MOTION: 2024BP02.02.09 (P. Mullins/C. Wishart)
That on the recommendation of the Governance and Human Resources Committee the Board of Governors approves the dual-credit agreement between UNBC, the College of New Caledonia, and School District No. 57 be approved as proposed.
CARRIED

- 8. Board Motions**
None

- 9. Other Business**

- a. Annual Schedule of Board Meetings 2024 was included in the meeting package for information.

b. Schedule of Upcoming UNBC Events

- [UNBC Timberwolves](#) - February 10 Board Members
- President's Staff Awards Celebration – February 15, 2024
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For more UNBC events, please visit www2.unbc.ca/events

10. Adjournment

MOTION: 2024BP02.02.10 (T. Whitcombe) <i>That the Board Public Session be adjourned.</i> CARRIED
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The meeting adjourned at 2:14 pm.