



## BOARD OF GOVERNORS

### SPECIAL PUBLIC SESSION MINUTES

Friday, October 4, 2024

In person

Peace River-Liard campus

NCL Room 136

9:00am – 10:45 m

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**Present** – I. Agoston, A. Alexander, A. Beswick, J. Henley, J. McKay - CHAIR, G. Payne, G. Stewart, T. Whitcombe,

**Regrets:** J. Martin – VICE CHAIR, T. Morrison, P. Mullins,

**Absent:** Iliyan Lakhani

**Governance:** K. Howitt (Senior Governance Officer), A. Parent (Governance Officer – Recording), Jeshna Unnuth (Governance Coordinator)

**Administration:** A. Lucarelli (Executive Director – Strategy and Staff), B. Owen (Interim Vice-President Academic & Provost), R. Somani (Vice-President Finance and Administration), P. Wood-Adams (Vice-President Research and Innovation)

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The meeting Commenced at 9:03am.

#### **Acknowledgement of Territory**

For thousands of years, Indigenous Peoples have walked gently on the diverse traditional territories where the University of Northern British Columbia community is grateful to live, work, learn, and play. We are committed to building and nurturing relationships with Indigenous peoples, we acknowledge their traditional lands.

The Peace River-Liard campus in Fort St. John is situated in Treaty 8 territory on the traditional lands of the Dane-zaa peoples of the Doig River First Nation, Blueberry River First Nation, and Halfway River First Nation.

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

#### **1. Chair's Remarks**

The Chair welcomed everyone to the meeting.

- **Declarations of Conflict**

The Chair asked if on reviewing the agenda, if any member of the Board believes they may have a conflict with any item that it be declared.

- The President has conflict for item 7 (iii) (g) the President Executive Compensation.

- Correspondence Received
  - [2024 General Election & Transition Information Recap](#)
    - Update to Guidelines for Crown and PSOs re General Election
    - Interregnum Standards of Conduct
  - [Letter to Public Post-Secondary Institution Board Chairs from the Minister of Post-Secondary Education and Future Skills](#)

**2. Approval of Agenda**

The Chair noted that the President will speak to item 5a.

MOTION: 2024BP10.04.01 (T. Whitcombe/A. Alexander)  
*That the Agenda for the Public Session of October 4, 2024, of the Board of Governors be approved as presented.*

CARRIED

**3. Approval of Minutes**

MOTION: 2024BP10.04.02 (J. McKay/G. Stewart)  
*That the Public Session Minutes of March 28, 2024, of the Board of Governors be approved as presented.*

CARRIED

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

**a. June 27, 2024**

- i. Recommendation from the Review of the President and Vice Chancellor Prior to Reappointment Committee
- ii. UNBC Endowment: Investment Approval
- iii. UNBC Land Development Corporation - Change of Directors
- iv. Governance Report – Action Items for 2024
- v. Update on Enrollment Management - *Discussion*

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

**a. Executive Compensation Disclosure Revised from May 30, 2024, Meeting**

The President reported that corrections were made prior to submission to the Ministry and the revised copy was reviewed by the Board Chair. The revised disclosure was provided for information.

**6. Motions to the Board**

**a. Institutional Accountability Plan and Report - G. Payne**

Report received.

MOTION: 2024BP10.04.04 (I. Agoston/A. Alexander)  
*That the Board of Governors approves the 2023/2024 Institutional Accountability Plan and Report (IAPR) as presented and releases it to the Ministry of Advanced Education.*

*Change in date from 2024-2025 to 2023-2024.*

CARRIED as Amended

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

- (i) **Audit and Risk Committee** – G. Stewart, Chair  
Written report received from A. Beswick.

- a. **Financial Information Act Report** – R. Somani  
Report received and discussed.

MOTION: 2024BP10.04.05 (A. Beswick/ G. Payne)

*That, on the recommendation of the Audit and Risk Committee, the Board of Governors recommends the approval of the Statement of Financial Information (SOFI) for the fiscal year ended March 31, 2024, as presented.*

CARRIED

- (ii) **Finance and Investment Committee** – A. Beswick, Chair  
Written report received.

- a. **Five Year Capital Plan** – R. Somani  
The Consolidated Five-Year Capital Plan was reviewed and discussed.

MOTION: 2024BP10.04.06 (A. Beswick/T. Whitcombe)

*That on the recommendation of the Finance and Investment Committee, the Board of Governors recommends the approval of the 2025/26 to 2029/30 Five Year Capital Plan for the University of Northern British Columbia, as presented.*

CARRIED

- b. **Scholarships, Bursaries and Awards** – P. Wood-Adams  
The report was reviewed and discussed

MOTION: 2024BP10.04.07 (A. Beswick/T. Whitcombe)

*That on the recommendation of the Finance and Investment Committee, the Board of Governors recommends the approval of the scholarships, bursaries and awards as recommended and approved by the UNBC Senate, for the period June 2024 – August 2024, as presented.*

CARRIED

- c. UNBC Q1 2024-25 Financial Statements - *(for information)* - R. Somani  
The report received and discussed.

- d. UNBC Q1 2024-25 Forecast – R. Somani  
The report received and discussed.

MOTION: 2024BP10.04.08 (A. Beswick/G. Payne)

*That, on the recommendation of the Finance and Investment Committee, the Board of Governors recommends the approval of the UNBC Q1 2024-25 Forecast, as presented.*

CARRIED

- (iii) **Governance and Human Resources Committee** – J. McKay, Chair  
  
Written report received.

- a. **S-202408.03**  
**Deletion of Program – Post-Diploma Baccalaureate Nursing Program**– B. Owen

Item was reviewed and discussed.

MOTION: 2024BP10.04.09 (I. Agoston/T. Whitcombe)  
*That on the recommendation of the UNBC Senate and the Governance and Human Resources Committee, the Board of Governors approves that the Post-Diploma Baccalaureate Nursing Program, on page 178 of the PDF 2023/2024 UNBC Calendar, be cancelled as proposed*

CARRIED

- b. **S-202408.05**  
**Agreement – Cedars Christian School and UNBC TekX Dual Credit program was reviewed and discussed** - B. Owen  
The agreement was reviewed and discussed.

MOTION: 2024BP10.04.10 (T. Whitcombe/A. Alexander)  
*That on the recommendation of the UNBC Senate and the Governance and Human Resources Committee, the Board of Governors approves the proposed agreement to add Cedars Christian School as a secondary school partner for the UNBC TekX Dual Credit program as proposed.*

CARRIED

- c. **S-202408.06**  
**Agreement – UNBC and School District 57’s Dual Credit agreement** - B. Owen  
The agreement was reviewed and discussed.

MOTION: 2024BP10.04.11(T. Whitcombe/A. Alexander)  
*That, on the recommendation of the UNBC Senate and the Governance and Human Resources Committee, the Board of Governors approves the renewal agreement outlining UNBC and School District 57’s Dual Credit agreement as proposed.*

CARRIED

- d. **S-202408.06**  
**Termination of Agreement – Dorset College Agreement Termination** - B. Owen  
The agreement was reviewed and discussed.

MOTION: 2024BP10.04.12 (G. Payne/G. Stewart)  
*That on the recommendation of the UNBC Senate and the Governance and Human Resources Committee, the Board of Governors approves the termination of the agreement between Dorset College and UNBC in relation to the Dorset UNBC Science Foundation Program as proposed.*

CARRIED

- e. **S-202409.06**  
**Lheidli T’enneh Tuition Initiative Agreement** - G. Payne  
The agreement was reviewed and discussed.

MOTION: 2024BP10.04.13 (D. McIntosh/T. Whitcombe)  
*That on the recommendation of the UNBC Senate and the Governance and Human Resources Committee, the Board of Governors approves the UNBC – Lheidli T’enneh Tuition Initiative agreement as proposed.*

CARRIED

- f. **Executive Compensation for Vice Presidents**– G. Payne  
All Senior Administrators, except the President left for this discussion.

MOTION: 2024BP10.04.14 (T. Whitcombe/A. Alexander)  
*That on the recommendation of the Governance and Human Resources Committee, the Board of Governors approves of the government funded compensation increases for the Vice-Presidents, under the 2022 Shared Recovery Mandate in fiscal year 2024/2025, effective April 1, 2024*

CARRIED

**g. Executive Compensation for the President and Vice Chancellor – J. McKay**

The President excused himself for this item.

MOTION: 2024BP10.04.15 (T. Whitcombe/A. Alexander)  
*That on the recommendation of the Governance and Human Resources Committee, the Board of Governors approves the compensation increase for the President and Vice-Chancellor, under the 2022 Shared Recovery Mandate in fiscal year 2024/2025, effective April 1, 2024.*

CARRIED

**h. UNBC Board of Governors – 2025 Meeting Date – J. McKay**

MOTION: 2024BP10.04.16 (G. Payne/G. Stewart)  
*That on the recommendation of the Governance and Human Resources Committee, the Board of Governors approves of the UNBC Board of Governors 2025 Meeting Dates as proposed.*

CARRIED

Committees meetings will continue to held virtually approximately 2 weeks before Board meetings.

**i. Exempt Handbook Update – Professional Development Funds – R. Somani**

It was noted that Truth and Reconciliation Day is not listed in the Holidays list.

MOTION: 2024BP10.04.17 (T. Whitcombe/ G. Stewart)  
*That on the recommendation of the Governance and Human Resources Committee, the Board of Governors approves the changes to the Exempt Employee Handbook as proposed.*

CARRIED

**j. Quarterly Board of Governors Appointment Delegation Policy Report – for information – R. Somani**

Written report received.

**8. Mandatory and Standing Reports – Public Session**

**a. Report of the President – G. Payne**

- Regular Report  
Written report received.
- **Senate Update (verbal)**
  - Regular Senate meetings were held in August and September.
  - Next regular meeting of Senate is on October 23, 2024.
  - Senate elected Faculty Senator Maik Gehloff as Vice-Chair. Senator Gehloff is a Senior Lab Instructor in the Master of Engineering in Integrated Wood Design program.
  - New student senators began their term on September 1, 2024.
  - Senate approved the September list of graduating students for the UNBC Annual Convocation.

- Senate continues its usual business of course revisions, approvals, other calendar updates and revisions.
- Senate approved recommendations for MoUs with Cedars Christian School and School District 57 and Lheidli T'enneh.
- Senate approved the recommendation of the termination of the Dorset College Agreement.
- Senate received and discussed the Global and International Studies External Review Report and the Institutional Responses from 2023
- Senate approved the terms of reference and conditions for two scholarship and new award and revised several others.
- Senate received the 2023-2024 Health Research Institute (HRI) Annual Report
- Senate received the Annual Report on UNBC Harassment and Discrimination Policy for 05/01/2023 – 04/29/2024
- Senate discussed the UNBC Strategic Research Plan Refresh/Renewal Consultation
- Senate received a presentation from Senator Klassen Ross, Chair of the Senate Committee on Student appeals on the Student Appeals Process. Senate is working on recommendations to the President and Provost on Students Appeals.
- Call for Nominations for the Honorary Degrees recipients will be going out for the 2025 Convocation Cycle – Board members are encouraged to make nominations.

**b. Public Reports of the Vice-Presidents, written**

- Interim Vice-President Academic and Provost – B. Owen  
Written report received and discussed.
- Vice-President, Finance and Administration – R. Somani  
Written report received and discussed.
- Vice-President, Research and Innovation – P. Wood-Adams  
Written report received and discussed.

**9. Other Business**

**a. Schedule of Upcoming UNBC Events**

For more UNBC events, please visit [www2.unbc.ca/events](http://www2.unbc.ca/events)

**10. Adjournment**

MOTION: 2024BP10.04.18 (J. McKay)  
*That the Board Public Session be adjourned.*

CARRIED

The meeting adjourned at 10:44 am.