

Meeting Minutes

Present members	David Morrison (Chair), James Allen, Lesley Brown, Tom Ullyett, Christine Mahar, Pearl Callaghan, Mark Wedge, Samara Robertson-Lawless, Sara McPhee-Knowles, Jason Bilsky, Samreen Ahmad, Victoria Fred, Brenda Butterworth-Carr, Fiona Schmiegelow
Regrets	Carol Geddes (Vice-Chair), Judy Gingell, Kathleen Van Bibber
Present resource persons (PEC members)	Gavin Gardiner, Shelagh Rowles, Bronwyn Hancock, Peter Deegan, Trika MacDonald, Nadia Joe, Aisha Montgomery
Recorder	Irina Bogachek

Required quorum: majority of the members

- Welcome: call to order at 12:30pm.
CBC reporter joined.
- *New member welcome:*
 - Dr. Fiona Schmiegelow - member of Senate, effective September 20, 2023.
 - Samreen Ahmad - student member, effective July 24, 2023
 - Victoria B. Fred - public member, effective July 13, 2023
 - Brenda Butterworth-Carr - community member, effective September 7, 2023

Outgoing member farewell: Joel Cubley, member of Senate member, term ended September 20, 2023.

Upcoming term ends: Christine Mahar, Mark Wedge, Judy Gingell, Pearl Callaghan – all September 30, 2023.

- Moment of reflection by Mark Wedge.
- Declaration of Conflict of Interest:
 - Jason Bilsky – item 8.2(a) and (b)
 - Lesley Brown – item 8.3(b)
 - David Morrison – item 8.3(a) Chair Evaluation part

B1 Meeting Agenda approval

MOTION: moved by Mark Wedge, seconded by Jason Bilsky to approve the meeting agenda as presented.
CARRIED.

B2 Consent Agenda: approval of minutes from

- June 9, 2023 Board meeting

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- August 4, 2023 Board meeting
 - June 29, 2023 Board Executive meeting (confidential)

MOTION: moved by Sara McPhee-Knowles, seconded by Mark Wedge to approve the minutes from June 9, 2023 Board meeting, August 4, 2023 Board meeting, and June 29, 2023 Board Executive meeting. CARRIED.

B3 Report from Board Chair (verbal)

Appointment of Jason Bilsky as FARC Chair effective Sep 1, 2023.
Additional update - after in-camera discussion under B8.3.

B4 Report from President (written)

Provided in the meeting package.

In addition:

- Introduction of two new PEC members:
Nadia Joe, AVP Reconciliation and Aisha Montgomery, AVP University Relations.
- Mastercard Foundation Board visit and renewal of funding (\$11.4m) – first renewal for post-secondary institutions in Canada.
- Chancellor selection - the process will convene soon. Current Chancellor James Allen is in his second and last term expiring on September 22, 2024.

No questions/discussion.

B5 Reports from Senior Executives (written)

Written reports provided in the meeting package.

a. Provost & VP Academic.

Discussion highlights:

- There is no indication of any Indian students returning home due to the recent tension between India and Canada, however, the YukonU administration has reached out to this group of students to affirm that we are a safe space to live and learn;
- Student recruitment targets, their viability and alignment with the course of the Strategic Plan. Target numbers are expected to be identified between now and December followed by the Board approval; this needs to be done by June 2024.
- Nursing program at YukonU – current possibilities and strategic planning; identification of current gaps and foreseeing future ones to help plan for the next 15 years; program revision to align with the current professional standards.
- New NVD Chair will be announced in October.

b. VP Finance & Administration, CFO.

Discussion: Risk Assessment Framework and application of the Indigenization Strategy.

B6 Polaris Project update (proposal from FARC)

Change in business order: this item was deferred to later on the agenda and discussed after item B12.

Concerns:

- Unconfirmed resources
- Lost construction manager

Board Chair David Morrison met with YG officials including the Ministers of Finance and Economic Development and Education and didn't receive confirmation of the commitment again.

Next steps:

- Formal letter to YG to formally request the money; expected confirmation – end of December, when draft YG budget draft is normally finalized.
- Based on their response, our strategy may need to be adjusted.

Discussion highlights:

- FNGs' involvement and YukonU's accountability and return options (incl. non-monetary such as access to facilities, research, etc.). FNs' support could also be monetary and non-monetary.
- Commercially sensitive information in the August 4, 2023 Board meeting regarding the project budget and Construction Manager compensation.

MOTION: moved by Sara McPhee-Knowles, seconded by Samreen Ahmad to rescind the authorization to proceed to Request for Proposals for a Construction Manager as set out in the Board Two Approval for the Polaris project granted on August 4, 2023. The Board delegates to the FARC the power to authorize proceeding to Request for Proposals for a Construction Manager. CARRIED.

MOTION: moved by Victoria Fred, seconded by Samara Robertson-Lawless to approve that references to the potential percentage which might be expected to be paid to a Construction Manager and the project budget be removed from the August 4, 2023 Board meeting minutes. CARRIED.

B7 Finance, Audit & Risk Committee

1. Chair Report by Jason Bilsky - discussions from September 18th FARC meeting.

2. Motions from September 18th FARC meeting:

a. 2022-23 Financial Statements

No questions/objections.

MOTION: moved by Jason Bilsky, seconded by Mark Wedge to approve the YukonU Financial Statements for the year ended March 31st, 2023, as presented. CARRIED.

b. 2022-23 YukonU Annual Report

No questions/objections.

MOTION: moved by Tom Ulyett, seconded by Samara Robertson-Lawless to approve the submission of the 2022-23 Yukon University Annual Report for the year ended March 31, 2023, to the Minister, under section 53(3) of the YukonU Act. CARRIED.

Q&A: Qualitative measures to measure Strategic Plan performance?

They will be developed after YG's approval of the Accountability Framework.

c. Waiving Assessment Fees for Domestic Students

No questions/objections.

MOTION: moved by Pearl Callaghan, seconded by Jason Bilsky to approve waiving the reading, writing, and mathematics placement fees for domestic students from September 15, 2023, to September 15, 2025. CARRIED.

B8 Human Resources Committee

1. Chair Report by Tom Ulyett - discussions from September 15th HR Committee meeting
 - HR Dashboard snapshot for the Board.

2. Motions from September 15th HR Committee meeting.

- a. Appointment: general member of the Board

No questions/objections.

MOTION: moved by James Allen, seconded by Mark Wedge to appoint Jason Bilsky for a second term on the Board of Governors under section 13(1)(h) of the YukonU Act, effective September 27, 2023 to September 26, 2026. CARRIED.

- b. Appointment: Pension Committee Board representative

Pension Committee membership overview: 6 members, of which 3 are University appointees and 3 are Board's (2 voting – required to be members of the Plan, 1 non-voting – not required to be a member of the Plan).

Andrea Clarke is being proposed to replace Shelagh Rowles as one of the Board appointed two voting members of the Pension Committee.

No questions/objections.

MOTION: moved by Pearl Callaghan, seconded by Christine Mahar to approve the appointment of the following individuals to the Pension Committee under section 4 of the Pension Committee Terms of reference:

Andrea Clarke and Peeter Degan are confirmed as Board appointees pursuant to section 4(a) of the Terms of Reference effective immediately and shall serve until they cease being members of the pension plan, resigns from the Pension Committee or are removed by the Board, whichever is first;

Jason Bilsky is confirmed as a Board appointee pursuant to section 4(d) of the Terms of Reference effective immediately and shall serve until he resigns from the Pension Committee or is removed by the Board. CARRIED.

3. Annual Board evaluation results **(in-camera)**
 - a. Board and Board Chair evaluations.
 - b. President's Performance evaluation.

MOTION: moved by Pearl Callaghan, seconded by Mark Wedge to move into in-camera including Gavin Gardiner University Secretary and General Counsel for note taking. CARRIED.
Non-Board members left the room.

In-camera discussions, items (a) and (b).

MOTION: moved by Pearl Callaghan, seconded by Mark Wedge to move out of in-camera. CARRIED.
Non-Board members returned to the room.

B9 Governance Committee

1. Chair Report by Christine Mahar - discussions from September 18th Governance Committee meeting.
 - Discussion: Board PD retreat new date and location
Board agreed on the following arrangements:
 - Date – Saturday, May 4, 2024
 - Duration – one full day
 - Location – TBD, on-the-land but can be in a community (outside of Whitehorse).

2. Motions from September 18th Governance Committee meeting:

- a. Yukon University President Responsibilities Policy BOG 3.0.

Overview by Gavin Gardiner.

The Policy outlines the President's roles, responsibilities, delegated authorities and reporting to the Board. It may need to return for revision to reflect the Indigenous Strategy.

MOTION: moved by Tom Ulyett, seconded by Jason Bilsky to approve

- a. the revisions to the policy BOG 3.0 Yukon University President Responsibilities as recommended by the Governance Committee of the Board; and
- b. the following revisions to the policy AF 2.0 Financial Services, section 5.05 Borrowing be made:

The provision:

A temporary line of credit up to \$500,000 is permitted and must be repaid within a year of the date it is first accessed.

A corporate credit card account will be established and maintained with a limit of \$250,000. Issuance of corporate credit cards to Board members will be subject to Board approval. Issuance of corporate credit cards to employees will be approved by the Chief Administrative Officer or designate. Employees are required to sign a credit card holder agreement when they obtain a corporate credit card.

Be replaced with:

A temporary line of credit up to \$1,000,000 is permitted and must be repaid within a year of the date it is first accessed.

The University is permitted to establish and maintain corporate credit cards with an overall limit not to exceed \$400,000. CARRIED.

- b. Confirmation of the Board Committees' membership.

Considering recent changes to the Board membership, it is necessary to confirm the current Board committees' membership including new appointments; it will return for adjustments in December.

MOTION: moved by Mark Wedge, seconded by Fiona Schmiegelow to confirm the membership of the Board Committees FARC, Governance, Human Resources, and Indigenous Advisory Circle as follows with a term expiring when the member resigns from the Committee; ceases to be a member of the Board; or the Board passes a subsequent committee membership list, whichever is first:

FARC - 5 Board members and the University President:

1. Jason Bilsky (Chair)
2. Christine Mahar

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3. Sarah McPhee-Knowles
 4. Brenda Butterworth-Carr
 5. David Morrison
 6. Lesley Brown – ex-officio

Governance - 5 Board members:

1. Christine Mahar (Chair)
2. James Allen
3. Joel Cubley
4. Judy Gingell
5. Sam Robertson-Lawless

Human Resources - 4 Board members:

1. Tom Ulyett (Chair)
2. Carol Geddes
3. Kathleen Van Bibber
4. Mark Wedge

Indigenous Advisory Circle - all indigenous Board members:

1. Carol Geddes (Chair)
2. James Allen
3. Victoria Fred
4. Pearl Callahan
5. Judy Gingell
6. Kathleen Van Bibber
7. Mark Wedge
8. Brenda Butterworth-Carr.

CARRIED.

B10 Indigenous Advisory Circle

1. Chair Report – report from Nadia Joe, AVP Reconciliation, on the current status of the Indigenous Strategy development:

- Draft Framework overview – most recent version that includes the IAC feedback
- Next steps

Discussion Highlights:

- Consider adding “accountability to the Creator”
- Further feedback from the Board will be collected via email and through the upcoming consultations
- Indigenization workshop to exchange views with other west coast FNs – something to plan for
- Canada-wide/international discussions we could draw from
- Education as a key element of reconciliation: incorporation in the learning process and curriculum, development of FN degrees
- FNs’ languages – how they fit into the Strategy and ways to help FNs to see themselves within the it.
- How Board members can help advance it; there will be a clear action plan outlining who and how can be involved; implementation is expected next year
- IAC as a body of accountability for this Strategy

2. Motions from September 15th IAC meeting.
No motions.

B11 Report from Student Union

- The Student Union is in the process of establishing itself as a student advocacy body
- Current activities and events update

B12 a. Confirmation of the President's Executive Council membership
b. Confirmation of the members of faculties appointment

Preamble by Gavin Gardiner.

No discussion/questions.

- a. MOTION:** moved by Christine Mahar, seconded by Tom Ulyett to confirm the following individuals in the following positions:
1. Provost & Vice-President, Academic - Shelagh Rowles
 2. Vice-President, Finance and Administration & CFO - Peter Deegan
 3. Vice-Provost, Academic & Research -- Bronwyn Hancock
 4. Associate Vice-President, Reconciliation - Nadia Joe
 5. Associate Vice-President, University Relations – Aisha Montgomery (effective September 27, 2023).
- CARRIED.

- b.** The proposed List includes perm and term members of the faculties and excludes sessionals. Sara McPhee-Knowles abstained from voting due to the Conflict of Interest.

MOTION: moved by Samara Robertson-Lawless, seconded by Mark Wedge to appoint University employees to the faculties as set out in the attached appendix to the Briefing Note, retroactive to the date of hire in their current position. CARRIED.

B13 Future agenda items – *requests from the floor.*
Action Items Update - *provided in the package.*

No questions/discussion

B14 Adjournment

MOTION: moved by Samreen Ahmad, seconded by James Allen to adjourn at 4:11 pm. CARRIED.

Next meeting – December 8, 2023.
