

**Meeting Minutes**

**Present:** Vera Holmes (Chair), Chris Milner, Alser Sugasawa, Joel Cubley, Jason Bilsky, Kathleen Van Bibber, Tom Ulyett, Mark Wedge, Pearl Callaghan, Carol Geddes, Vera Holmes, Erica Bourdon, Jennifer Harkes, James Allen

**Regrets:** David Morrison, Christine Mahar, Judy Gingell

**Staff:** Lesley Brown (President), Maggie Matear, Lacia Kinnear, Robin Bradasch, Janet Welch, Sheila Silva, Shelagh Rowles, Bronwyn Hancock, Erin Symington (Recorder)

**Guests:** Lana Dar, Michelle Spence, & Murray Mackwood (OAG)

*James Allen provided an opening moment of reflection*

<b>DECLARATION OF CONFLICT OF INTEREST</b>	None
<b>AGENDA</b>	<b>MOVED by Jason Bilsky, SECONDED by Kathleen Van Bibber that the Board of Governors approve the agenda as presented. CARRIED.</b>
<b>CONSENT AGENDA ITEMS</b>	<b>MOVED by Erica Bourdon, SECONDED by Pearl Callaghan that the Board of Governors approve the items in the consent agenda as presented. CARRIED.</b>

**REPORT FROM BOARD CHAIR** Vice-Chair Vera Holmes did not have a report to provide.

**REPORT FROM PRESIDENT** President Lesley Brown provided a verbal report to the Board.

Lesley highlighted that she has met with various supporters of the University, stakeholders, and government officials over the last month.

**REPORT FROM FARC** *OAG joined the meeting at 2:04pm*

The Chair of the Finance, Audit & Risk Committee Chris Milner provided an update from the meetings on September 17<sup>th</sup>, 2021:

- The OAG provided a brief overview of the draft audit report and the Report to the Finance, Audit and Risk

Committee for YukonU's financial statements for the 9 months ending March 31<sup>st</sup>, 2021 which was provided in the meeting package for review.

- The Board variance report was presented to FARC and the projected expenditures remains within the Board's annual budget or the 2021/2022 fiscal year.
- The Yukon University Annual Report was approved by FARC and has been provided in the meeting package for approval by the Board.
- Policy BOG-09 was approved by FARC and is provided in the meeting package for approval by the Board.
- Administration made a proposal to FARC with respect to a tuition fee increase for the 2022-23 academic year. The proposal which shows the changes, rate of percentage increase, and projected revenue for the next three academic years was provided in the meeting package. FARC approved that administration carry out consultation on this recommended tuition fee increase and has provided it in the meeting package as information for the Board.
- Administration highlighted three urgent infrastructure and service funding requirements of the University that were proposed to be addressed by withdrawing from reserve funds for \$526,000 FARC approved this request and asked for Board approval.

Chris prompted the following motions from the recent FARC meeting recommendations.

**MOVED by Mark Wedge, SECONDED by Jason Bilsky that the Board approve the draft OAG Audit Report and the YU Financial Statements for the 9 months ending March 31st, 2021 as presented. CARRIED**

**MOVED by Joel Cubley, SECONDED by Jennifer Harkes that the Board approve the Annual Report as presented. CARRIED**

**MOVED by Carol Geddes, SECONDED by Tom Ulyett that the Board approves Policy BOG-09 as presented. CARRIED**

**MOVED by Jason Bilsky, SECONDED by the Board of Governors approve that administration draw on \$526,000 of reserve funds to allocate towards IT and Covid related expenses. CARRIED.**

**REPORT FROM HR COMMITTEE** The Chair of the Human Resources Committee, Tom Ulyett provided an update from the meeting on September 17<sup>th</sup>, 2021.

Tom provided an update on Administration's work on the following:

- The Board Evaluations have been completed and the HR Chair will discuss the results with the Board during an In Camera session at the next Board meeting in January.
- The Board Matrix continues to be updated and will be provided to the Board once complete.
- The HR Committee is working with the Director of HR to create a summary of the HR Dashboard to present to the Board.
- The HR Committee is working with the President to come up with new evaluation objectives for 2021/22 and onward.

Tom prompted the following motion from the recent HR meeting recommendation.

**MOVED by Tom Ulyett, SECONDED by Carol Geddes, that the Board approves that Alser Sugasawa be appointed to the HR Committee. CARRIED.**

**REPORT FROM GOVERNANCE COMMITTEE** The Chair of the Governance Committee, Vera Holmes provided an update from the meeting on September 17<sup>th</sup>, 2021.

Vera provided an update on Administration's work on the following:

- Administration is working on creating a template for the Terms of Reference documents for all standing Committees of the Board and will be bringing it back to Governance at the next meeting.
- The Committee approved the final draft Board Bylaws which are provided in the meeting package for approval by the Board.
- The Committee has begun the review of policy BOG-04 and will discuss further at the next meeting.

Vera prompted motions from the recent Governance meeting recommendations.

**MOVED by Lesley Brown, SECONDED by Joel Cubley, that the Board approves policy BOG-17 with the addition of a reference to the Board Matrix. CARRIED.**

**MOVED by Chris Milner, SECONDED by Joel Cubley, that the Board approves the Board Bylaws as presented. CARRIED.**

#### **REPORT FROM INDIGENOUS ADVISORY CIRCLE**

The Chair of the Governance Committee, Carol Geddes provided an update from the meeting on September 17<sup>th</sup>, 2021.

The group reviewed the draft Terms of Reference and would like Board input on the role and purpose of the new standing committee.

There was a suggestion that the new committee should meet more often for the first year.

Carol noted that Robin Bradasch specified she would be presenting on and facilitating a discussion on the implications of the Umbrella Final Agreement at the Board retreat in October.

**COMMUNITY CAMPUS  
COMMITTEE UPDATE**

Shelagh Rowles, Executive Director of Continuing Studies provided an update on the Community Campus Committees.

**INFORMATION FOR OCTOBER  
RETREAT**

The draft Board retreat agenda was provided in the meeting package for review.

**BOARD EDUCATION TOPIC -  
ENROLLMENT &  
PROGRAMMING**

Janet Welch and the Provost Table gave a presentation to the Board on enrollment and programming.

**FUTURE AGENDA ITEMS**

Suggested future agenda items included:

- Board Education – Financial Literacy

FARC :

- Update on Risk Management Plan
- Update on Capital Planning Process

**INFORMATION ITEMS**

The Board did not have any questions about the information items that were provided in the meeting package.

**Items tabled until the next  
meeting**

FARC – Pension Plan SIPP, Asset Mix, and Terms of Reference  
Governance - Policy BOG-01 & BOG-02 – Board approval  
Human Resources - In Camera Board Evaluation Results

**Adjourned 5:06pm**

**MOVED by Chris Milner, SECONDED by Joel Cubley that the Board meeting be adjourned at 5:06pm. CARRIED.**