



Board and Board Committee Meetings
Monday June 29 and Tuesday June 30, 2020

University
of Victoria

Open Session

Tuesday June 30, 2020 11:00 a.m.

Via Videoconference

SUMMARY RECORD

Present: Ms. Beverly Van Ruyven (Chair), Mr. Merle Alexander, Mr. Keith Barbon, Mr. Rizwan Bashir, Dr. Elizabeth Borycki, Prof. Jamie Cassels, Ms. Daphne Corbett, Dr. Peter Driessen, Ms. Isabella Lee, Ms. Cathy McIntyre, Ms. Eslam Mehina, Ms. Shelagh Rogers, Ms. Carolyn Thoms, Dr. David Zussman, Ms. Carrie Andersen (Secretary)

By Invitation: Ms. Gayle Gorrill, Mr. Chris Horbachewski, Dr. Lisa Kalynchuk, Ms. Kimberley Kennard, Dr. Valerie Kuehne

Regrets: Dr. Marilyn Callahan

1. Approval of Agenda

MOTION: (C. McIntyre/C. Thoms)

THAT the agenda of the open session of the regular meeting of June 30, 2020 be approved.

CARRIED

2. Approval of Summary Record of the Meeting held May 26, 2020 (attached)

MOTION: (D. Corbett/D. Zussman)

THAT the summary record of the closed session of the regular meeting held May 26, 2020 be approved.

CARRIED

3. Business Arising from the Summary Record

There was none.

4. Chair's Remarks

Ms. Van Ruyven thanked the six members whose terms were ending for their service on the Board.

5. Correspondence

There was none.

6. President's Report

Prof. Cassels began by thanking all Board members for their engagement, oversight and support during the year.

Bamfield Bus Accident Report

Prof. Cassels stated that a report by an independent consultant regarding the tragic bus accident last September had been completed. He said the university had received the report and accepted all recommendations. Prof. Cassels acknowledged the magnitude of the tragedy, and said the university was deeply sorry to the families of the students who passed away and to the other students and their families for what they went through and the ongoing impact. Prof. Cassels said the university had never experienced an incident of that magnitude and complexity. While all involved did their best to respond to the accident and support students, the university knew there would be learnings regarding the response. The university engaged an independent expert consultant to conduct a review regarding both the conduct of field trips and the university's response to critical incidents. Prof. Cassels outlined the process undertaken to complete the review and summarized the recommendations. He confirmed that all 43 recommendations had been accepted by the university and that work was underway on implementation.

COVID-19

Prof. Cassels stated that the province has moved into Phase III of the BC Restart plan. At the University of Victoria, internal planning templates have been developed for research and return to work in offices and other specialized areas, while waiting for the sector-wide safe work plan.

Academic Planning

The first term (September – December 2020) and second term (January – April 2021) academic planning timetable was released on June 9, 2020 and course registration has begun. The majority of undergraduate courses are being offered online for first term, with a few exceptions for courses where hands-on learning opportunities cannot be effectively replicated in an online environment. Some graduate courses will also be offered on campus.

Online Teaching Platforms

The university has procured a new learning management platform called Brightspace for fall 2020 implementation. Brightspace will replace the current CourseSpaces.

Racism On and Off Campus

Prof. Cassels reported that he had released a statement in early June acknowledging the need to combat racism in all its forms. He outlined some of the steps being taken by the university to pursue that commitment.

Government Relations

Prof. Cassels reported on work taking place in collaboration with other post-secondary institutions, the South Island Prosperity Partnership and municipalities to develop a coordinated plan to emerge from the COVID crisis.

Prof. Cassels reported on recent interactions with the provincial and federal governments, including a presentation regarding budget, and regular calls regarding post-secondary plans in the context of COVID-19. He recently met with the Minister of Indigenous Relations and Reconciliation and the Minister of Transport to provide a briefing on the Bamfield accident report and to advocate for safety improvements on that road. Prof. Cassels said he also recently participated in a federal/provincial roundtable on housing affordability.

There were no questions for Prof. Cassels.

7. External Relations Update BOG-June30/20-17

Chris Horbachewski, Vice-President External Relations provided highlights from the report which included the drive-in movie events on campus, partnerships with health care authorities to support student musical performances outside care homes, the Great Indoors, and work the team at the Farquhar Auditorium is doing to position the venue for use through high definition streaming on multiple platforms.

There were no questions for Mr. Horbachewski.

CONSENT

8. Finance Committee (Dr. David Zussman)

a. MBA Tuition Fees Change

BOG-June30/20-18

MOTION:

THAT the Board of Governors approve the new MBA fee structure as proposed, to be effective for the fall term 2020.

b. Change to Collection & Remission of Fees for the University of Victoria Students' Society (UVSS)

BOG-June30/20-14

MOTION:

THAT the Board of Governors collect and remit the fees as approved by the UVSS members and as outlined in the letter of June 10, 2020 from the Director of Outreach and University Relations of the UVSS to Jim Dunsdon, Associate Vice-President Student Affairs.

c. Collection & Remission of Fees for the Graduate Students' Society (GSS) BOG-June30/20-27

MOTION:

THAT the Board of Governors collect and remit health and dental fees for the GSS in 2020/21 as outlined in the letter of June 15, 2020 from Stacy Chappel, Executive Director of the GSS to Gayle Gorrill, Vice-President Finance and Operations.

d. University of Victoria Staff Pension Plan 2019 Report to Members and Financial Statements BOG-June30/20-02

e. University of Victoria Staff Pension Plan Strategic Plan, Triennial Plan Assessment, and Compliance Report BOG-June30/20-03

f. University of Victoria Staff Pension Plan Investment Performance Report for the Period Ended March 31, 2020 BOG-June30/20-04

9. Operations and Facilities Committee (Ms. Daphne Corbett)

a. Status Report on Capital Projects BOG-June30/20-09a

b. Due Diligence Reports 2019 BOG-June30/20-10

Pro Forma Motion: (D. Zussman/E. Mehina)

THAT the above items be approved by the Board of Governors by consent.

CARRIED

REGULAR

10. Finance Committee (Dr. David Zussman)

a. Financial Implications of COVID - 19 BOG-June30/20-07a

Dr. Zussman provided an update on UVic's initial response to COVID-19. He stated that there continues to be significant uncertainty with respect to the negative financial implications of COVID-19 and outlined some of the contributing factors. Dr. Zussman said the planned budget approach has been developed to maintain as much flexibility as possible. He reviewed some of the initial strategies being used to address budget shortfalls, including use of carry forwards and equipment reserves, and budget allocation and hiring delays. He noted that across the board budget cuts are not proposed at this time. He said current strategies address what the university hopes will be relatively short term implications. Dr. Zussman acknowledged that the University has been significantly impacted by the COVID-19. It has changed how the university teaches, learns, conducts research and undertakes all activities.

The Board has had extensive discussions on the challenging financial implications and will continue to stay engaged over the summer and into the fall.

b. 2019/20 Year End Management Statements and Budget Review BOG-June30/20-05

Dr. Zussman reminded Board members that at the May meeting the Board approved the externally audited financial statements of the University prepared in accordance with Public Sector Accounting Standards. The financial statements presented at this meeting are prepared in accordance with fund accounting, which reflects how the university manages its resources.

Gayle Gorrill, Vice-President Finance and Operations provided highlights from the report.

c. Statement of Financial Information for the year ended March 31, 2020 BOG-June30/20-06

Dr. Zussman noted this is a regular statement required by the provincial government and published in accordance with the requirements of the Financial Information Act.

MOTION: (D. Zussman/D. Corbett)

THAT the Board of Governors approve the Statement of Financial Information for the year ended March 31, 2020 and that the Chair of the Board of Governors and the Vice-President Finance and Operations be authorized to sign on the Board's behalf.

CARRIED

d. Working Capital Investment Policy Update, FM5200 BOG-June30/20-08

Dr. Zussman introduced the proposed policy revisions. He noted that this is step two in updating the university's policies on investments for the working capital pool. The first step was the approval of the Responsible Investment Policy in January. Revisions to the Working Capital Investment Policy, formerly named the Short Term Investment Policy, allow the university to move forward with the goals outlined in the Responsible Investment policy, particularly the ability to implement impact investments.

Dr. Zussman said that, in order to inform the development of the policy, the university undertook modeling of the portfolio to investigate the type of investments that could be added without substantially changing the risk portfolio while increasing the rate of the return to better protect the pool against inflation. He reviewed the proposed revisions to the policy.

MOTION: (D. Zussman/C. Thoms)

THAT the Board of Governors approve the revised Working Capital Investment Policy (formerly Short-Term Investment Policy) FM5200, to be effective immediately.

CARRIED

11. Operations and Facilities Committee (Ms. Daphne Corbett)

a. 2019/20 University of Victoria Institutional Accountability Plan and Report BOG-June30/20-24

Ms. Corbett introduced the annual report.

MOTION: (D. Corbett/I/ Lee)

THAT the Board of Governors approve the 2019/20 University of Victoria Institutional Accountability Plan and Report

And

THAT the Board of Governors authorize the Board Chair and the President to make any final edits to the 2019/20 University of Victoria Institutional Accountability Plan and Report prior to its submission to the Ministry.

CARRIED

12. Other Business

a) Review of action items identified

There were no action items.

b) Any other business

There was none.

Adjournment

There being no other business, the meeting was adjourned at 11:38 a.m.

Originals signed by Beverly Van Ruyven, Board Chair and Carrie Andersen, University Secretary.