



Board and Board Committee Meetings
Monday September 28 and Tuesday September 29 2020

University
of Victoria

Open Session

Tuesday September 29, 2020 12:30 p.m.

Via Videoconference

SUMMARY RECORD

Present: Ms. Cathy McIntyre (Chair), Mr. Merle Alexander, Mr. Keith Barbon, Dr. Shailoo Bedi, Prof. Jamie Cassels, Ms. Katherine Fairley, Dr. Adam Monahan, Dr. Monica Prendergast, Mr. Paul Ramsey, Ms. Shelagh Rogers, Ms. Carolyn Thoms, Ms. Juliet Watts, 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, Ms. Beverly Van Ruyven

1. Approval of Agenda

MOTION: (D. Zussman/K. Barbon)

THAT the agenda of the open session of the regular meeting of September 29, 2020 be approved.

CARRIED

2. Approval of Summary Record of the Meeting held June 30, 2020

MOTION: (S. Rogers/C. Thoms)

THAT the summary record of the open session of the regular meeting held June 30, 2020 be approved.

CARRIED

3. Business Arising from the Summary Record

There was none.

4. Chair's Remarks

Ms. McIntyre began the meeting with a territorial acknowledgement. She extended a warm welcome to the new Board members.

Ms. McIntyre noted this was Prof. Cassels' last meeting with the Board and expressed on behalf of the Board, gratitude for his service as President.

5. Correspondence

Ms. McIntyre noted that the Board was in receipt of several pieces of correspondence. The responses to the writers were included in the meeting docket where appropriate.

There were no questions from the Board.

6. President's Report

Prof. Cassels thanked Ms. McIntyre for her remarks.

He joined the Chair in welcoming all the new members of the Board and stated how much he appreciated their service, contribution and commitment.

Passing of Elder Gabriel (Skip) Sam

Prof Cassels informed the Board of the passing of Elder Gabriel (Skip) Sam on September 20, 2020. Skip was a founding member of the Elders' Voices Council and provided cultural support to students, staff and faculty at UVic over the years.

Bamfield Bus Crash

Prof. Cassels acknowledged the one year anniversary of the Bamfield bus crash that tragically took the lives of two UVic students, Emma Machado and John Geerdes, and significantly impacted the lives of many others. He provided an update on the review undertaken to adopt best practices for the safety of the students, staff and faculty in the conduct of field schools. UVic sought advice from the students and parents on how to commemorate the anniversary of the tragedy. Prof. Cassels' provided information regarding how the anniversary was acknowledged.

Prof. Cassels reiterated that UVic has committed to implement all of the safety recommendations in the report. He provided an update on the support provided to the Huu-ay-aht First Nations in their advocacy for road improvements. Prof. Cassels was pleased to report on an investment from the provincial government to provide upgrades to the road.

COVID-19

Prof. Cassels said a report had been provided to the Operations and Facilities Committee on COVID-19 response and planning. He expressed appreciation to students, staff and faculty for their adaptability, innovation and resilience. Despite the many challenges of adapting to this new situation, the university is open in terms of research and education and continues to incrementally open on campus facilities and services.

While the pandemic has created a significance budget challenge, Prof. Cassels reported that the Finance Committee discussed a plan to address the budget gap without stalling the university's momentum.

Anti Racism

Prof. Cassels spoke of the awareness that this is a time when there is much needed concern and dialogue about systemic racism in society and institutions. At UVic, the Office of Equity and Human Rights, with the full engagement of the entire executive, is leading the development of UVic's response. That response includes:

- The development of a climate survey to have a better understanding of the issues
- The development and deployment of more robust anti-racism training, including for campus security staff
- Redoubled efforts to ensure diversity, including BIPOC representation everywhere in the university, including senior administration
- Leadership through EQHR with full engagement of every member of executive to develop a comprehensive strategy and new advisory structures.

Orange Shirt Day

Wednesday September 30 marks national Orange Shirt day to honour the survivors of residential schools and their families. Prof. Cassels stated that this year's event would be online including drumming, dancing, a welcome and blessing by Elders, and include Chancellor Shelagh Rogers' interview with Phyllis Webstad. Ms. Rogers commented on the honour she had to speak with Phyllis Webstad.

Upcoming Year

Prof. Cassels indicated that the upcoming year will be very busy for the university and will continue the positive momentum that has been established. He provided a snapshot of activities planned across teaching, research, student experience and campus operations.

Prof. Cassels commented on the upcoming arrival of UVic's new president, Dr. Kevin Hall.

Prof. Cassels extended his thanks to members of the Board of Governors for their support during his tenure as president. He offered his reflections on his tenure as president, noting that he had been able to live his values through his work.

There were no questions from the Board members on the report.

7. External Relations Update

BOG-Sep29/20-18

Chris Horbachewski, Vice-President External Relations stated that a number of significant announcements and ceremonies have taken place over the summer and since the June 2020 Board meeting.

This included contributions from the provincial and federal governments and the Law Society of BC for the National Centre for Indigenous Laws.

Mr. Horbachewski informed the Board that the Fall 2020 Convocation ceremonies would not be able to proceed in their traditional way. Similar to Spring 2020, UVic will celebrate through the provision of a graduation box as well as a series of virtual gathering opportunities for graduates.

Mr. Horbachewski noted that the Orange Shirt Day virtual event would be accessible from the UVic home webpage.

There were no questions from the Board members.

CONSENT

8. Operations and Facilities Committee (Mr. Merle Alexander)

a. Status Report on Capital Projects BOG-Sep29/20-07a

9. Executive and Governance Committee (Ms. Cathy McIntyre)

a. Joint Senate Board Retreat Committee Appointments

MOTION:

THAT the Board of Governors appoint Merle Alexander, Katherine Fairley, and Marilyn Callahan to the Joint Senate Board Retreat Committee for 2020-2021.

Pro Forma Motion: (D. Zussman/J. Watts)

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

CARRIED

REGULAR

10. Audit Committee (Dr. David Zussman)

a. PSAS - Government Reporting Entity Forecast Report – period ending June 30, 2020 BOG-Sep29/20-14

Dr. Zussman stated that at the committee meeting, the Audit Committee reviewed the forecast report as of June 30, 2020. This forecast is prepared in accordance with Public Sector accounting standard. Dr. Zussman provided a summary of the report and noted the projected deficit for the current year. He said a request for deficit approval would be submitted to the provincial government, in accordance with the requirement to do so.

MOTION: (D. Zussman/M. Alexander)

THAT the Board of Governors approve the budget and associated forecast prepared for inclusion in the reporting on the 2020/21 University of Victoria Consolidated financial statements in accordance with the Public Sector Accounting Standards, as per Schedule A including a deficit for this year of \$28.1M, subject to Ministerial approval.

CARRIED

11. Finance Committee (Ms. Carolyn Thoms)

a. 2020/21 Budget Expenditure Allocation Report

BOG-Sep29/20-02a

Ms. Thoms stated the Finance Committee received the annual report and spent some time reviewing the background for the budget expenditure allocations, which differed from those expected when the budget framework was approved in March. At that time, COVID-19 had just started to impact Canada and the university and there was significant uncertainty at that time about the financial implications. Ms. Thoms commented on budget updates that had been provided to the Board since that time and on the planning approach being taken by the university to address the financial impacts of COVID-19.

b. Working Capital Investments Report – to June 30, 2020

BOG-Sep29/20-04

While this is a regular report to the Finance Committee, Ms. Thoms noted this is the first such report since the new Working Capital Investments Policy was adopted at the March 2020 Board meeting. She provided an overview of the report and commented on university initiatives related to responsible investment.

There were no questions from the Board members for Ms. Thoms.

12. Operations and Facilities Committee (Mr. Merle Alexander)

a. COVID-19 Update on Campus Operations

Mr. Alexander reported that the committee had received an update on the activities and response related to COVID-19. He provided an overview of the structures in place for planning and response, and outlined the ongoing gradual resumption of on campus activities. He provided information regarding the impact of COVID-19 on operations and ancillary services, and provided an update on academic offerings.

b. Bamfield Accident – Response to External Report and Status Update

BOG-Sep29/20-09

Mr. Alexander reported on the update provided to the committee regarding implementation of the recommendations contained in the external report, and commented that the Board will continue to receive updates until all the recommendations have been implemented.

c. Strategic Framework Implementation Report 2019/20 BOG-Sep29/20-20
Mr. Alexander reported that the committee had received the strategic framework implementation report for information.

d. Annual Academic Staffing, Recruitment and Vacancies Report BOG-Sep29/20-16
Mr. Alexander noted that the committee received the annual academic staffing, recruitment and vacancies report which provides an overview of UVic's full-time faculty and librarian complement including new hires, vacancies, resignations and retirements.

e. 2021/22 Five Year Capital Plan BOG-Sep29/20-08
Mr. Alexander introduced the report, noting that university has a five-year capital plan that is updated annually to ensure it reflects institutional priorities and to update for progress made against the previous plan.

MOTION: (M. Alexander/C. Thoms)
THAT the Board of Governors approve the 2021/22 Five Year Capital Plan.

CARRIED

f. VP Research Portfolio Update BOG-Sep29/20-19
Mr. Alexander reported that Lisa Kalynchuk, Vice-President Research provided a presentation on initiatives and strategic priorities in the research portfolio.

g. Equity and Human Rights Annual Report
Mr. Alexander reported that the Equity and Human Rights Office submitted its annual report to the Board of Governors and the community. He provided a brief overview of the report. He said that, in providing this report to the committee, the Executive Director, Equity and Human Rights expressed that her team has been working with the university executive to build on the work of the past year and develop an institutional framework for advancing equity, diversity, and inclusion.

13. Executive and Governance Committee (Ms. Cathy McIntyre)

a. Procedures of the Board 2020/21 BOG-Sep29/20-24
Ms. McIntyre stated the Procedures of the Board are reviewed annually. There were no changes other than removing an outdated reference to voting by fax.

MOTION: (S. Rogers/A. Monahan)
THAT the Board of Governors approve the Board Procedures, as attached, for the year 2020/21 and the Statement of Responsibilities of the Board of Governors and its Members.

CARRIED

b. Review and Approval of Board Governance Checklist

BOG-Sep29/20-25

Ms. McIntyre noted this is an annual review and was conducted in light of the Board evaluation that took place in June. There are no changes recommended to the checklist.

MOTION: (S. Bedi/D. Zussman)

THAT the Board of Governors approve the posting of the updated board governance checklist, as circulated, on the university's website for 2020/21 as part of UVic's accountability framework.

CARRIED

14. 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 1:30 p.m.

Originals signed by Cathy McIntyre, Board Chair and Carrie Andersen, University Secretary.