



Board and Board Committee Meetings
Monday March 30, 2020

University
of Victoria

Open Session
Monday March 30, 2020 2:30 p.m.
Via Videoconference

SUMMARY RECORD

Present: Ms. Beverly Van Ruyven (Chair), Mr. Merle Alexander, Mr. Keith Barbon, Mr. Rizwan Bashir, Dr. Elizabeth Borycki, Dr. Marilyn Callahan, 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 Mr. Chris Horbachewski, Ms. Gayle Gorrill, Dr. Lisa Kalynchuk, Dr. Valerie Kuehne,
Invitation: Ms. Kimberley Kennard (Board Coordinator)

1. Approval of Agenda

MOTION: (E. Mehina/C. McIntyre)

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

CARRIED

2. Approval of Summary Record of the Meeting held January 28, 2020

MOTION: (D. Corbett/C. McIntyre)

THAT the summary record of the open session of the regular meeting held January 28, 2020 be approved.

CARRIED

3. Business Arising from the Summary Record

There was none.

4. Chair's Remarks

There were none.

5. Correspondence

There was none.

6. President's Report

Kane Kilbey, Associate Vice-President and Director of the Emergency Operations Centre joined the meeting.

COVID-19

Prof. Cassels provided an update on the university's response to the COVID-19 crisis. He reminded Board members of initial planning that began in January.

The planning was then escalated to activation of the Emergency Operations Centre (EOC) under the university's emergency procedures. Kane Kilbey, Associate Vice-President Human Resources was appointed Director of the EOC. Over the past three to four weeks, the EOC has been both planning and responding very rapidly to the situation. Areas of focus have included support for students overseas, moving to alternate forms of instruction and evaluation, moving to remote working operations, facilitating the early departure of students in on-campus housing, and creating and implementing a plan for the completion of this term.

Prof. Cassels noted that the university is working under the instructions of the Provincial Health Officer and with the Ministry of Advanced Education, Skills and Training to communicate and coordinate across the post-secondary system. The EOC is now doing further scenario planning. As this planning occurs, communication will be provided as robustly and transparently as possible.

Prof. Cassels expressed his appreciation of the extra efforts and the patience and flexibility of students, staff and faculty as the university has responded very rapidly to this changing situation.

Convocation

Prof. Cassels confirmed that June Convocation has been postponed. The university is working to ensure that students who hoped to celebrate their Convocation are able to do so at a future date.

Awards

Prof. Cassels shared the results of recent awards given to faculty members for their research and teaching.

7. External Relations Update BOG-Mar 31/20-16

Chris Horbachewski, Vice-President External Relations introduced the report and provided a few highlights. He welcomed Jane Potentier, the new Associate Vice-President Alumni and Development. Mr. Horbachewski commented on Alumni Week and Ideafest. He reported on the university's fundraising goals. Mr. Horbachewski also provided information about a Digital Ambassadors Toolkit that would be launched soon.

Mr. Horbachewski highlighted that a research project led by Ocean Networks Canada made it to the top 100 in a prestigious global competition supported by the MacArthur Foundation.

CONSENT

Dr. Driessen recalled when the Policy on Chairs of Departments and Directors of Schools was approved. He said he was happy to see that some of the positive wording in the old policy was retained in the collective agreement.

Ms. Mehina noted that item 8b. included the date of the original special annual general meeting, which was March 24. She said the meeting was being held on March 30, 2020.

8. Finance Committee (Dr. David Zussman)

a. Collection and Remission of Student Fees for the University of Victoria Students' Society (UVSS) BOG-Mar31/20-06

MOTION:

THAT the Board of Governors collect and remit the fees as approved by the UVSS members and as outlined in the letter of March 13, 2020 from the Director of Finance and Operations of the UVSS to Jim Dunsdon, Associate Vice-President Student Affairs.

b. Collection and Remission of Student Fees for the Graduate Students' Society (GSS) BOG-Mar31/20-07

MOTION:

THAT the Board of Governors collect and remit fees for the GSS in 2020/21 as outlined in the letter of March 16, 2020 from the Executive Director of the GSS to Gayle Gorrill, Vice-President Finance and Operations, subject to confirmation of approval of the fees at the GSS Semi-Annual General Meeting on March 24th, 2020.

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

a. New and Revised Awards BOG-Mar31/20-13

MOTION:

THAT the Board of Governors approve the new and revised undergraduate and graduate awards set out in the attached documents and listed below, subject to approval by Senate:

- *30 by 30 Women in Engineering Award (revised)*
- *Rosamund Dashwood Memorial Bursary in Dramatic Writing* (revised)*
- *Jeffrey Mallett Leadership Award* (revised)*
- *Allan and Ora Jones Bursary* (new)*
- *Oliver Prentice Memorial – Saanich Rotary Scholarship* (revised)*
- *Olivine Stephenson Graduate Scholarship* (new)*

- Gregory and Victoria Spievak Graduate Scholarship in Privacy & Security* (new)
- Mrs. Zohra & Dr. Abdullah Siddiqui Scholarship* (new)•School of Public Administration Scholarship* (revised)
- Easton Scholarship (new)
- Dr. Wilma Elias Greek and Roman Studies Scholarship* (new)
- Dr. Wilma Elias Undergraduate Scholarship in Chemistry* (new)
- Dr. Wilma Elias Graduate Scholarship in Chemistry* (new)
- Wilf Sadler Memorial Bursary* (Revised-UG)
- Vancouver Island Local Government Management Association (VILGMA) MPA Bursary (Revised-GS)
- Muriel Ford Memorial Bursary* (Revised-UG)
- Iranian Student Undergraduate Memorial Scholarship (New-UG)
- William Benzie Scholarship* (New-GS)
- Iranian Student Graduate Memorial Scholarship (New-GS)

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b. Proposal to Discontinue the Bachelor of Education (Secondary Curriculum) Program BOG-Mar31/20-08

MOTION:

THAT the Board of Governors approve the proposal to discontinue the Bachelor of Education (Secondary Curriculum) Program, as described in the memorandum dated November 21, 2019.

c. Rescinding Policy GV0710 – Chairs of Department and Directors of Schools BOG-Mar31/20-01

MOTION:

THAT the Board of Governors rescind policy GV0710 (Chair of Departments and Directors of Schools), effective immediately.

d. Status Report on Capital Projects BOG-Mar31/20-10a

e. 2019 Policy Annual Report BOG-Mar31/20-17

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

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

CARRIED

REGULAR

10. Finance Committee (Dr. David Zussman)

a. 2020-21 to 2022-2023 Planning and Budget Framework

BOG-Mar31/20-03

Dr. Zussman introduced the budget framework and briefly commented on the cycle for budget planning. He said the committee had received a presentation that outlined budget priorities, program and other investments, and budget risks. The committee had considered the implications of COVID-19 on the budget, many of which could not yet be determined. Dr. Zussman noted that a revised motion had been presented to the committee and approved.

MOTION: (D. Zussman/E. Mehina)

THAT the Board of Governors—taking into account PART I of the 2021 to 2023 Planning and Budget Framework summarizing the results of the Integrated Planning process—approve PART II of the 2020-21 to 2022-23 Planning and Budget Framework, including the tuition and fee increases contained therein, and authorize the President to develop impact and planning scenarios before fully implementing the detailed operating budget for the 2020-21 fiscal year and provide updates to the Board.

CARRIED

11. Other Business

- a) Review of action items identified
There were no action items.

12. Adjournment

There being no other business, the meeting adjourned at 3:00 p.m.

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