

Minutes of a Meeting of the Board of Governors held at 3:00 p.m. on September 25, 2001 in Room 160, Continuing Education Complex

Present:

Mr. P. Soubry, Chair
Ms. Morgan Albl
Mr. W. Anderson
Mr. A. Black
Mr. R. Black
Mr. R. Dhalla
Dr. V. Dhruvarajan
Dr. H. Duckworth
Mr. G. Dureault
Dr. J. Hoskins

Mr. J. Kusie
Mr. N. Louizos
Dr. W. Norrie
Mr. David Popke
Mr. T. Sargeant
Ms. S. Van Schie
Dr. T. Secco
Mr. K. Shiffman
Dr. E. Szathmáry
Ms. W. Thiessen

Also Present:

Prof. P. Blunden, UMFA Assessor
Ms. L. Chartier, Support Staff Assessor
Ms. J. Fletcher, UMSU Assessor
Dr. J.S. Gardner, Vice-Pres (Aca.)
Ms. E. Goldie, Vice-Pres (Ext.)
Dr. J. Keselman, Vice-Pres (Res.)

Dr. R. Lobdell, Vice-Prov. (Programs)
Ms M.J. Loustel, Dir. Audit Serv.
Mr. M.W. McAdam, Vice-Pres. (Admin)
Ms. M.A. Mork, Audit Serv.
Ms. B.M.M. Sawicki, University Secretary
Ms. L. Shore, Recording Secretary

Regrets:

Ms. Essylt Jones

Dr. I. Smith

At 3:00 p.m. Dr. H. Bjarnason, Dean of Agricultural and Food Sciences, assisted by Dr. D. Jayas, Associate Vice-President (Research), gave a brief presentation on latest projects taking place in his Faculty. This was followed by a presentation at 3:30 by Dr. D. Gregory, Dean of Nursing with respect to latest developments in that Faculty. The business portion of the meeting commenced at 4:30 p.m.

FOR ACTION

- 1. **MINUTES:** June 26, 2001
 - 1.1 Approval as circulated or corrected

It was moved by Mr. A. Black, seconded by Dr. Norrie:

THAT the Minutes of June 26, 2001 be approved.

CARRIED

- 1.2 Business Arising - none



2. FROM ACADEMIC AFFAIRS COMMITTEE

2.1 Reports of Senate Committee on Awards:

2.1.1 July 19, 2001

At the April 5, 2000 Senate meeting, the terms of reference for the Committee on Awards were changed to allow the Committee to approve and inform Senate of all new offers and amendments of awards that meet the published guidelines for awards.

At its meeting on June 26, 2001, the Senate Committee on Awards approved thirteen new awards, twelve award amendments and two award withdrawals (as set out in the report of the Senate Committee on Awards dated July 19, 2001). All these award decisions comply with the published guidelines of November 3, 1999, and were reported to Senate for information.

It was moved by Dr. Secco, seconded by Dr. Hoskins:

THAT the Board of Governors approve the thirteen new awards, twelve award amendments and two award withdrawals as set out in the report of the Senate Committee on Awards dated July 19, 2001 (as reviewed and received for information by Senate on August 15, 2001).

CARRIED

2.1.2 August 10, 2001

At the April 5, 2000 Senate meeting, the terms of reference for the Committee on Awards were changed to allow the Committee to approve and inform Senate of all new offers and amendments of awards that meet the published guidelines for awards.

At its meeting on August 8, 2001, the Senate Committee on Awards approved nine new awards, nine award amendments, and five withdrawals (as set out in the report of the Committee on Awards dated August 10, 2001). All these award decisions comply with the published guidelines of November 3, 1999, and were reported to Senate for information.

It was moved by Dr. Secco, seconded by Dr. Hoskins:

THAT the Board of Governors approve the nine new awards, nine award amendments, and five withdrawals as set out in the report of the Committee on Awards dated August 10, 2001 (as reviewed and received for information by Senate on September 5, 2001).

CARRIED



2.2 Chairs:

2.2.1 Chair in Metabolic and Endocrine Diseases

1. Section 2.1 of policy 428 on *Chairs and Professorships* outlines the steps to be followed in the establishment of Chairs or Professorships. In accordance with that policy, the Senate Committee on University Research is recommending the establishment of a Chair in Metabolic and Endocrine Diseases. The proposal was developed by the Faculty of Medicine.

This Chair will provide leadership, scholarship and mentorship in both basic and clinical research in the field of metabolic and endocrine diseases, an area of research priority for the Faculty of Medicine at the University of Manitoba. The primary objective of this Chair is to enhance research activity in the field of endocrinology and metabolism and, in so doing, raise the Faculty of Medicine's profile in this important research field.

The Chair will be funded through investment income from the Metabolic and Endocrine Diseases Fund that is held by the University of Manitoba.

2. At its meeting on August 15, 2001, Senate approved and recommended to the Board of Governors the establishment of a Chair in Metabolic and Endocrine Diseases.

It was moved by Dr. Secco, seconded by Dr. Hoskins:

THAT the Board of Governors approve the proposal to establish an Endowed Research Chair in Metabolic and Endocrine Diseases (as set out in the report of the Senate Committee on University Research dated July 11, 2001, and as approved and recommended by Senate on August 15, 2001).

CARRIED

3. FROM EXECUTIVE COMMITTEE - none

4. FROM FINANCE AND ADMINISTRATION COMMITTEE

4.1 Campus Alcohol Policy No. 240

The Campus Alcohol Policy was approved by the Board of Governors on September 26, 1991. In addition to the policy statement, campus alcohol guidelines formed part of the policy. A recent review of the policy by the Alcohol Beverage Committee resulted in several changes to the guidelines being recommended to the Vice-President (Administration). In addition, changes in MLCC regulations periodically result in modifications being required to the guidelines. To simplify the process for making revisions to the guidelines in the future, it is recommended that the guidelines be separate from the Campus Alcohol Policy. The policy would be approved by the Board of Governors and the guidelines will be dealt with in the future via Administrative bulletins.



The Campus Alcohol Policy statement was attached to the submission for approval, with the current guidelines appended for information.

It was moved by Mr. Shiffman, seconded by Dr. Hoskins:

THAT the Campus Alcohol Policy be approved as revised.

While Mr. Kusie had expressed concern over the policy and the guidelines at the Finance and Administration Committee meeting, he reported that both he and Mr. McAdam had worked out details to their mutual satisfaction.

CARRIED

5. NEW BUSINESS

5.1 University Secretariat: Review to determine the continuation of a single University Secretariat

1. The Board of Governors (on September 23, 1998) and the Senate (on September 2, 1998) approved the merger of the Board and Senate Secretariats into one secretariat (now the Office of the University Secretary) effective January 1, 1999.

2. At the same time the Board of Governors and the Senate stated that:

"within three years of the establishment of the University Secretariat, Board and Senate representatives will participate in a Board - Senate Committee to review the effectiveness with which the University Secretariat supports the work of Senate and of the Board of Governors, and that this review will be submitted to both the Senate and the Board of Governors on the understanding that both bodies must approve the continuation of a single University Secretariat."

3. The three year period ends on December 31, 2001. An *ad hoc* Committee should now be established to review the effectiveness with which the merged University Secretariat supports the work of Senate and the Board of Governors. This will provide sufficient time for the *ad hoc* Committee to conduct its review and to make its recommendations to the Board and Senate within the three year period.

4. The University Secretary requested information on review processes and procedures from other universities which had merged their Board and Senate Secretariats. Six universities responded. None had conducted reviews in connection with the merger of their Board and Senate Secretariats.

5. The proposed committee membership for Board - Senate *ad hoc* Committees has worked well in the past (i.e., the *ad hoc* Committee of the Committee of Election has routinely been four members, consisting of two members of the Board of Governors and two members of Senate).

6. When appointing its members to the *ad hoc* Committee, the Board should consider appointing Board members who are familiar with the support provided by both the former single Board Secretariat and the present combined University Secretariat. It is also recommended that one of the Board appointees be the Chair of the Board of Governors who has worked with both secretariats on a concerted basis.

Prior to moving to the Recommendation, it was agreed to open nominations for Board representatives on the *ad hoc* Committee.

Mr. Dureault nominated Mr. Soubry, seconded by Mr. Louizos.

It was agreed that Mr. Soubry, as Chair of the Board, should serve on this Committee. The Secretary then called for nominations for the second position.

Mr. A. Black nominated Mr. Sargeant, seconded by Dr. Dhruvarajan.

Mr. Dureault nominated Ms. Thiessen, seconded by Mr. Anderson.

Mr. Shiffman nominated Mr. R. Black, seconded by Dr. Duckworth.

There being no further nominations, the Secretary closed nominations and secret ballots were distributed. Upon counting of the ballots, it was determined that Mr. R. Black would be the second Board representative on the *ad hoc* Committee.

It was moved by Mr. Shiffman, seconded by Dr. Hoskins:

1. **THAT, subject to concurrence by Senate, an *ad hoc* Committee consisting of two members of the Board of Governors and two members of Senate be established to:**
 - (a) review the effectiveness with which the Office of the University Secretary supports the work of Senate and of the Board of Governors; and
 - (b) submit a report of its review to both the Senate and the Board of Governors, with a recommendation as to whether the Senate and the Board of Governors approve the continuation of the Office of the University Secretary.
2. **THAT the review consist of an assessment of:**
 - (a) the accomplishments of the Office of the University Secretary between January 1, 1999 and the date of the review; and
 - (b) whether the office of the University Secretary has effectively supported the work of Senate and of the 

Board of Governors.

- 3. **THAT the Board of Governors appoint the following two persons to the *ad hoc* Committee:**

**Mr. Paul Soubry
Mr. Ron Black**

CARRIED

FOR RATIFICATION

6. FROM EXECUTIVE COMMITTEE

- 6.1 Program Proposal: Diploma in Aboriginal Child and Family Services

The Continuing Education Division is proposing to offer a Diploma in Aboriginal Child and Family Services. This 60 credit hour program of academic study in the field of child and family service work is constructed of existing and new degree courses, and will be fully transferable to the Bachelor of Social Work. The Faculties of Human Ecology and Arts will also accept courses for credit to their degree programs.

The Council on Post-Secondary Education (COPSE) has agreed to provide full funding for this program. Total funding over the five-year period will amount to approximately \$780,000.

It was moved by Mr. Anderson, seconded by Ms. Thiessen:

THAT the Board of Governors ratify the approval of the Executive Committee with respect to the proposal from the Continuing Education Division dated March 8, 2001 for a Diploma in Aboriginal Child and Family Services (as endorsed by the report of the Senate Committee on Curriculum and Course Changes dated May 15, 2001 and the report of the Senate Planning and Priorities Committee dated May 26, 2001, and as approved and recommended by Senate on June 27, 2001).

CARRIED

FOR INFORMATION

7. FROM ACADEMIC AFFAIRS COMMITTEE

- 7.1 Statement of Intent: Revision of Occupational Therapy Degree Program

The School of Medical Rehabilitation is proposing a significant revision of its Occupational Therapy program. The proposal is to replace the existing Bachelor of Medical Rehabilitation degree in Occupational Therapy. Pre-requisites for entry to this program will be a first degree (B.A. or B.Sc.). The content of the curriculum is being changed to focus more time on the core concepts and practices related to occupational therapy and to enhance the analytical and interpretive abilities of students. These changes are required in order to meet accreditation expectations for 2005.



The program will be offered without the need of additional resources from the Council on Post-Secondary Education (COPSE).

7.2 Program Accreditation: 2001 Annual Update

Attached was the 2001 update of the accreditation status of programs in various Departments, Schools and Faculties, as provided by Deans and Directors. There are 13 programs showing their accreditation review dates in 2001.

7.3 Annual Report of the Student Advocacy Office: September 1, 1999 to August 31, 2000

This annual report covers the period from September 1, 1999 through August 31, 2000. It includes information on the activities of the Student Advocate's Office pertaining to services, programs, community outreach, staff, and future directions.

7.4 Report of the Senate Planning and Priorities Committee on the Proposed Engineering and Information Technology Centre Building Site(s)

Discussions have begun on a proposal to allow the Department of Computer Science to join with the Faculty of Engineering in a new or renovated building complex. Current trends support the agenda of interdisciplinary teaching and research between these disciplines and proximity to one another is considered to be mutually beneficial.

The Senate Planning and Priorities Committee supports the project in principle, and has asked to be kept informed as additional information becomes available.

8. FROM THE EXECUTIVE COMMITTEE

8.1 Environmental Health and Safety Annual Report

The Environmental Health and Safety Office regularly reports on the status of activities on campus relating to environmental health and safety. The Vice-President (Administration) updates the Board, through the Executive Committee, on these issues. The detailed Annual Report of the Environmental Health and Safety Office for 2000 was attached and members were also advised that it is posted on the EHSO web-site at

www.umanitoba.ca/campus/health-and-safety/.

Mr. Dureault expressed concerned over possible implications of the report and requested that the Director be invited to address the Board. Mr. McAdam responded that he would arrange for such a presentation.

9. FROM THE FINANCE AND ADMINISTRATION COMMITTEE - none



10. REPORTS

10.1 Report of the President

The President had provided her written report for the information of members.

10.2 Bi-Annual Report on the Status of Recommendations made in the Task Force Report, *Building on Strengths*

The President provided her twice yearly report on the status of the recommendations in the Task Force Report. It was noted that the colleges were not included in the report and it was agreed that this would be provided.

10.3 Report of the President of UMSU

Mr. Louizos reported that UMSU

- is working hard at improving communication between students, student groups and UMSU;
- has finalized a strategic plan;
- is lobbying for an earlier examination schedule;
- is trying to have input into the SEEQ process;
- is seeking greater control of University Centre;
- is working at addressing concerns of student groups;
- has established a commission on safety;
- is concerned that students need to become a greater part of the decision-making process;
- is working on a health and dental plan for students;
- has been able to purchase a fairly large quantity of good-quality furniture at reasonable cost for a number of student lounges on campus;
- is planning a large non-smoking expansion of Starbucks, with additional space for an Internet Café and student study space;
- has started a speaker series with the first guests to be:
 - Allen Rock
 - President - Vice-Presidents will address Student Council and they hope to involve the Mayor as well as more MP's; and
- is working on holding a National Conference on Post-Secondary Education (in approximately 1 ½ years).

Mr. Louizos further reported that the size of the dental clinic will be increased.

In closing, Mr. Louizos invited Board members to attend UMSU Council meetings (held every second Thursday at 6:30 p.m. in the UMSU Chambers. He also invited the Board to make use of the UMSU Chambers for their meetings.

11. OTHER

11.1 Committees: Election of Chairs and Vice-Chairs

The Academic Affairs Committee met on Tuesday, September 11, 2001 at which time the Chair and Vice-Chair were elected. The results are as follows:



Chair: Dr. T. Secco
 Vice-Chair: Mr. G. Dureault

The Finance and Administration Committee also met on the same date at which time the following Chair and Vice-Chair were elected:

Chair: Mr. K. Shiffman
 Vice-Chair: Mr. A. Black

Under Bylaw 3.00, "the Board and its Committees," members of the Board Executive Committee include the Chair of the Academic Affairs Committee and the Chair of the Finance and Administration Committee. Dr. Secco and Mr. Shiffman are *ex officio* members of the Board Executive Committee.

A meeting of the External Relations Committee will be scheduled for sometime in October, 2001. At this time, the Committee will elect its Chair and Vice Chair and consider potential candidates to fill community member vacancies.

MOTION TO MOVE TO CLOSED SESSION

It was moved by Dr. Secco, seconded by Mr. A. Black:

THAT the meeting move to Closed Session.

CARRIED

ADJOURNMENT

The meeting adjourned at 8:15 p.m.



Chair



University Secretary

