

Date: November 22, 2016

Time: 4:00 pm – 6:20 PM

Room: Freed-Orman Commons, Assumption Hall, University of Windsor

Members: Mr. Greg Aarssen, Ms. Penny Allen, Mr. Chris Baillargeon, Mr. Nick Baker, Mr. Fraser Berrill, Ms. Jodi Butts, Dr. Rajen Chetty, Dr. Beth Daly, Dr. Gordon Drake, Mr. Peter Farmer (phone), Ms. Marilyn Farough (phone), Mr. Moussa Hamadani, Mr. Norbert Hartmann, Mr. Dean Jacobs, Ms. Jennifer Jones, Mr. Gary Kelly, Ms. Brenda King, Mr. Shawn Kingsbury, Ms. Sheila MacKinnon (Chair), Rev. Paul McGill, Ms. Teresa Piruzza, Dr. Katherine Quinsey, Mr. Amin Safaei, Dr. Mehrdad Saif, Ms. Pat Soulliere, Dr. Alan Wildeman, Ms. Susan Williams, Mr. William Willis, Mr. Bill Wright.

Regrets: Mr. Jonathan Allison, Mr. Tony Mancina.

Administration and Guest Speakers: Ms. Sandra Aversa, Ms. Jane Boyd, Mr. Dave Butcher, Mr. John Coleman, Ms. Gillian Heisz, Ms. Kaye Johnson, Mr. Ryan Kenney, Ms. Anna Kirby, Dr. Douglas Kneale, Mr. Andrew Kuntz, Ms. Rita LaCivita, Ms. Susan Mark, Ms. Rosemary Zanutto, Ms. Renée Wintermute (University Secretary), Ms. Carol Perkes (Board Governance Officer).

Declaration of conflict of interest – none reported.

1 Approval of the Agenda

Although items were not discussed in sequential order, the minutes do reflect the agenda order of business.

MOTION: That the Agenda be approved.

Jones/Soulliere
CARRIED

2 Minutes of the meeting of October 18, 2016

MOTION: That the Minutes of the meeting of October 18, 2016 be approved.

McGill/King
CARRIED

3 Business arising from the minutes

None.

4 Outstanding Business/New Business

4.1 Reports

4.1.1 Remarks from the Chair

NOTED:

- As it was her last official meeting, Jennifer Jones was thanked for her leadership on the Board of Governors. It was also Brenda King's last meeting and she was also thanked for her service on the Board.
- The Board Chair thanked the President and fellow Board members for assisting her in her role as Chair over the past two years.
- Board assessment surveys will be circulated during the first week of December.
- The Chair and First Vice-Chair reported on the CCOU Conference held in Toronto in late October.

4.1.2 President's Report

(See document BG161122-4.1.2 for details.)

NOTED:

- Members reviewed and discussed Fall 2016 enrolment.
- The budget variance of enrolment statistics was: Undergraduate – 16 above budget and Graduate – 260 above budget. There were 51 more 101's (secondary school direct entry) than budgeted.
- There has been an upward trend in enrolment for the professional course-based Masters programs.

4.1.2.1 Annual Report 2016

NOTED:

- The President reviewed the online website for the 2016 Annual Report, which contains a great deal of information on the University's performance indicators.
(<http://www.uwindsor.ca/president/314/welcome-AR2016>)

4.2 Audit Committee

4.2.1 Draft Audited Financial Statements of the University of Windsor Pension Plans for the year-ended June 30, 2016

(see documents BG161122-4.2.1a and BG161122-4.2.1b for additional information)

NOTED:

- The audited financial statements of the Pension Plans are special purpose statements. Clean audit reports were issued by KPMG LLP.

MOTION: That the Board approve the Audited Financial Statements of the University of Windsor Retirement Plan for Faculty and Certain Employees for the year ended June 30, 2016.

Farmer/Drake
CARRIED

MOTION: That the Board approve the Audited Financial Statements of the University of Windsor Employees' Retirement Plan for the year ended June 30, 2016.

Farmer/Wright
CARRIED

4.3 Executive Committee

Nothing to report.

4.4 Governance Committee

Nothing to report.

4.5 Investment Committee

Nothing to report.

4.6 Pension Committee

NOTED:

- The Pension Committee was updated on the provincial initiative to create a jointly sponsored pension plan (JSPP) for the university sector.
- For the past few years, a Committee with representation from OCUFA, COU and Staff unions has

been working to address questions of the design, funding and governance of such a plan. The Committee has reached agreement on the following: 1) voluntary participation by institutions; 2) fully cost-shared defined benefit plan; and 3) each institution will have to resolve its current deficit prior to joining the JSPP. Issues around the governance structure continue to be discussed.

- The government is looking at an implementation date of January 1, 2019; however, the implementation of such a plan is very significant.
- There are currently six universities that are actively engaged and interested in the development of a JSPP and two that are closely observing developments.
- The JSPP would be scalable, allowing institutions to join at a later date if they so choose.
- The University of Windsor continues to monitor the activities of this initiative.

4.7 Resource Allocation Committee

4.7.1 2016/2017 Operating Mid-Year Review

(see document BG161122-4.7.1 for additional information)

NOTED:

- The Resource Allocation Committee reviewed the projections in detail. Administration continues to project a balanced position at year end. Due to savings in some operational areas, one-time investments are being made.

4.7.2 Planning for 2017/2018 Operating Budget

(see document BG161122-4.7.2 for additional information)

NOTED:

- An announcement by the Ministry of Advanced Education and Skills Development outlining the new tuition framework is expected by January 2017.
- The funding formula will dovetail with the development of new Strategic Mandate Agreements.
- The proposed funding formula concept includes: Enrolment Grant; Differentiation/ Outcomes based funding; Special Purpose Grants.
- 2017/18 budget assumptions are based on the existing tuition framework.
- The Ministry is working on a plan to reform OSAP.
- A consultant has been engaged (SEM Works) to review current practices of recruitment, admissions, retention and the student experience and to make recommendations for developing a Strategic Enrolment Management plan for UWindsor. SEM Works' report is due in January 2017.
- July 1, 2017 funding valuations for the pension plans will impact the operating budget.
- Operating costs of the School of Creative Arts will need to be factored into the budget.

4.7.3 Proposed Revision to Capital Projects Approval Thresholds

(see document BG161122-4.7.3 for additional information)

MOTION: That the approval requirements and thresholds for capital projects be delegated as follows:

- **Capital projects under \$2.5m require the approval of the President**
- **Capital projects over \$2.5m require the approval of the Board on the recommendation of the Resource Allocation Committee**
- **Capital projects between \$1.5m-\$2.5m are to be reported to the Resource Allocation Committee for information**

Willis/Chetty

NOTED:

- The proposal continues to balance the Board's need for accountability with the need to ensure that Administration has the necessary tools to manage effectively and efficiently.

- Many proposals such as renovations and deferred maintenance are already in the budget, which is approved by the Board.
- If a project is over \$2.5m and is already in the budget, it will nevertheless be presented to the Board for approval. Funding can come from the Operating Budget, Special Budget funds, donor gifts or other sources.
- The reporting of the expenditures between \$1.5m and \$2.5m to the Resource Allocation Committee serves as a good check and balance.

CARRIED

5 In Camera

The following In Camera motions were read into the public minutes. Members did not participate in the portion of the meeting that pertained to their respective appointments.

MOTION: That Helga Reidel be appointed as a member of the Audit Committee, effective November 23, 2016.

Wright/Willis
CARRIED

MOTION: That Norbert Hartmann be appointed as a member of the Resource Allocation Committee, effective November 23, 2016.

Wright/Jones
CARRIED

MOTION: That Mr. Jonathan Allison be appointed as a representative on Senate, effective November 23, 2016.

Wright/Soulliere
CARRIED

MOTION: That Dr. Jelena Magliaro be appointed to the Board, effective January 1, 2017, to complete the remainder of Ms. Brenda King's term.

Wright/Bailargeon
CARRIED

6 Adjournment

Ms. Sheila MacKinnon was thanked for her excellent leadership during her term as Chair of the Board of Governors.

MOTION: That the meeting be adjourned.

Hartmann/Kelly
CARRIED