



Board of Governors

Meeting

April 20, 2018

Ayamdigut Boardroom

Present: Vera Holmes (Interim Chair), Piers McDonald (Chancellor), Shawn Allen, Mary Samolczyk, Judy Gingell, Carol Geddes (Vice Chair), Chris Milner, Eric Jun Hyeock Kim, Karen Barnes (President)

Staff: Michael Hale (Chief Administrative Officer), Karen Harker (VP Academic & Student Services), Clint Sawicki (Associate VP, Research Administration), Bronwyn Hancock (Associate VP Research Development) Lacia Kinnear (Director of Governance and Strategic Initiatives), Erin Symington (Executive Assistant), Helen Voogd & Chris McKay (IT), Orlanna Aubichon (First Nation Support, Office of the Registrar)

Regrets: Julia Salo

Guests: Anjali Bali (YC Student), Mandeep Kaur (YC Student), Frederick Maring (YC Student)

REVIEW AGENDA **MOVED by Mary Samolczyk, SECONDED by Chris Milner to approve the agenda as presented. CARRIED.**

REVIEW MINUTES OF February 2, 2018 **MOVED by Shawn Allen, SECONDED by Carol Geddes to approve the minutes from February 2, 2018 as presented. CARRIED.**

BUSINESS ARISING

- CAO will provide definition on injury/illness category in OH&S Report
- Finalize Board Dates for 2018/19 at todays meeting

REPORT FROM FARC Chris Milner provided an update on the FARC meeting held April 19th, 2018.

Pension Update

Emile Bouchard & Benoit Labrosse from Morneau Shepell attended the meeting to present options for asset review to the FARC Committee. Gabor Gyorgy from the Yukon College Pension Committee also attended this portion of the meeting.

Yukon College & the Hospital Corporation were asked to present to Cabinet on the solvency payment of the Pension Plan.

Yukon College Student Union Financials

A student and Assistant Treasurer of the Yukon College Student Union, Christine Spencer, attended FARC to provide Yukon College Student Union financials to the Board as per the Yukon College Act.

IT Security Audit Update

Katie Tuck (IT Manager) attended the FARC meeting to provide further information with regards to actions to mitigate risk moving forward for the College

Foundation Contribution from Current Year Budget

The Foundation requires additional funds to operate next year and this year's surplus offers an opportunity to offset those costs.

Administration is considering transferring \$250,000 in current year to the Foundation as an unrestricted contribution, which the Foundation could then use in 18/19 to help defray expenses related to the new fundraising campaign.

MOVED by Carol Geddes, SECONDED by Shawn Allen that the Board of Governors approves a contribution of \$250,000 to the Foundation from the 2017/2018 current year budget and that administration is to present a budget for information purposes on how the funds are to be expended. CARRIED.

Review Full Year Forecast Results

FARC was updated on the full year forecast for the 17/18 fiscal year, including finalizing variances. As with previous years, Yukon College is finalizing the 17/18 forecast to ensure that the budget remains balanced through the fiscal year.

Monitoring of Board Budget to Dec 31st

The preliminary board budget results up to and including December 31, 2017 were provided for FARC for review.

Approve Board Budget for 2018/19

The draft board budget for 2018-19 was provided for FARC for review. The 2018-19 budget is \$50,453.

MOVED by Shawn Allen, SECONDED by Carol Geddes that the Board of Governors approve the board budget for 2018-19 with a net expenditure of \$50,453 be approved as presented. CARRIED.

Review Cash Flow Statement

A draft cash flow statement for July 2017 to December 2017 with comparatives to the prior year was provided in the FARC meeting package for review. The College is in a healthy position.

Approve College Budget for 2018/19

The draft budget for 2018-19 was provided in the FARC meeting package for review. The 2018-19 budget has a projected operational surplus/deficit of \$0.

MOVED by Mary Samolczyk, SECONDED by Judy Gingell that the Board of Governors approve the 2018-19 draft budget as presented with potential adjustments being made for additional third-party revenue / expenses confirmed at a later date. CARRIED.

Foundation Audit Update

Last year, Yukon College and Yukon Government agreed that it would be appropriate to consolidate the foundation with the overall College financials. An update was given to FARC on the results of the Yukon College Foundation Audit and how it will impact the Yukon College Audit.

As a result of the consolidation and the audit, Yukon College will work with Yukon Government to gain approval for the technical question of borrowing.

Pension Administration Manual Review

The pension administration manual is reviewed annually by finance and HR staff and must be reviewed annually by FARC. The manual was reviewed by HR and Finance and no changes are being recommended other than minor edits to clarify titles.

Update on RFP for Campus Housing Development Options

Yukon College issued an Expression of Interest (EOI) to local companies to determine if rental housing options for students exist.

Two groups did submit proposals by the April 4th deadline: Da Daghay Development Corporation (Ta'an) and 360 Design Build (Kobayashi/Zedda). Both proposals were provided in the FARC package for review.

A FARC meeting will be scheduled before June for both developers to present their proposal concepts and for the Committee to approve parameters/mandate for any negotiations related to lease of student housing.

Update on Innovation Hub

Michael Hale provided an update on the Innovation Hub which is continuing to advance with College participation. Yukon Government, the federal government, Yukon College and Yukonstruct announced the creation of the Hub at an event in March.

Risk Assessment: Burnt Hatchery

Risk assessment is a standing item on the FARC agenda.

A risk assessment was conducted on the fire that took place at the McIntyre Creek Salmon Incubation Facility on March 31, 2018.

REPORT FROM GOVERNANCE COMMITTEE

Vera Holmes provided an update on the Governance meeting held on April 19th.

Review of Policy BOG-13 External Relations Policy

The policy will be brought back to the Governance Committee for future discussion

Review of Indigenization Governance Workshop

Participants included 22 people from outside the Yukon and 8 from the Yukon.

There was conversation around what Indigenizing University Governance looks like? What are the challenges and opportunities?

Next steps include:

- Inviting Dave Joe to to speak at the Board Retreat in October on the spirit and intent of Indigenizing University Governance
- Focus of Board Retreat will also be about Property & Finance for University Governance

OH&S REPORT

The March 2018 and year to date statistics on OH&S were presented to the Board by Michael Hale and were provided in the April board package.

- CAO provided a definition on injury/illness category

**COMMUNITY
CAMPUS
COMMITTEE
UPDATE**

Karen Barnes provided an update to the Board on the Community Campuses. An updated staffing list for the Community Campuses and an updated CCC member list were provided in the April meeting package.

- Visits to the Communities have been taking place over the course of the year

11:10am Eric Jun Hyeok Kim joined the meeting

**CONVOCATION
MAY 18th, 2018**

Executive Assistant informed the Board of the upcoming May 18th Convocation Ceremony.

This year’s keynote speaker will be Dr. Ashlee Cunsolo, the director of the Labrador Institute of Memorial University.

This year there is only one ceremony, starting at 10:00am

**BOARD
DONATIONS TO
YUKON COLLEGE
FOUNDATION**

As per policy, the honoraria that Board members would receive for one meeting per year will go towards the Yukon Foundation as a contribution to the Board of Governors Endowment Fund, in order to provide a scholarship for Yukon College students. The June meeting has been selected as the meeting from which these honoraria will be donated on an annual basis.

As per Policy BOG-02 (Board Member Responsibilities), if the Board member is absent from the June meeting, the honorarium donation will be paid to the Endowment Fund on behalf of that member at the next Board meeting that the member attends, usually September.

**YC FOUNDATION
UPDATE ON
NATIONAL
CAMPAIGN**

Karen Barnes provided an update to the the Board on the Yukon College Foundation National Campaign.

Action Item:

Kelly Proudfoot to bring back a vision of the Foundation for the June Board meeting and Terms of Reference for review.

**BOARD MYYC
LOGIN PROCESS**

Helen Voogd and Chris McKay from IT attended the meeting and did a presentation for the Board on the new login process for accessing MyYC and downloading meeting packages.

STAFF REPORTS

The President, Vice President Academic, Associate Vice President's of Research, CAO, and Director of Governance and Strategic Initiatives provided staff reports on recent activities. All the staff reports were provided in the Board package for review.

**PRESIDENT
EVALUATION**

The survey link to the President evaluation for 2017-18 was provided in the April meeting package. The Board has been asked to complete this evaluation by April 30th. Results will be compiled and presented for discussion at the June Board meeting.

**BOARD & BOARD
CHAIR
EVALUATION**

The survey links to the Board and Board Chair evaluations for 2017-18 were provided in the April meeting package. The Board has been asked to complete these evaluations by April 30th. Results will be compiled and presented for discussion at the June Board meeting.

The Board agreed that given all the recent changes on the Board only the Board Evaluation will be completed this year.

**SELECT
HONORARY
DIPLOMA
RECIPIENT**

As per Policy BOG-12 Honorary Diploma Recipient the Board is to select the Honorary Diploma recipient.

Academic Council has provided one nomination that meets all of the criteria for the Board to consider.

MOVED by Carol Geddes, SECONDED by Judy Gingell to approve the Honorary Diploma Recipient Annie Bernard as presented. CARRIED.

**BOARD MEETING
DATES 2018-2019**

Proposed dates for Board and Committee meetings were brought forward to the Board for review and approval. It was agreed to the following for 2018-19:

- September 13th-14th (Thur/Fri)
- October 19th-20th (Fri/Sat) – Board Retreat
- November FARC meeting – Date TBD
- December 7th-8th (Fri/Sat) – Joint CCC meeting (Staff Christmas party likely on Dec 8th but will be confirmed at a later date)
- February 14th & February 15th (Thu/Fri)
- April 5th-6th (Fri/Sat)

Convocation on FRIDAY, May 17th

- June 6th-7th (Thu/Fri)

MOVED by Shawn Allen, SECONDED by Carol Geddes to approve the 2018/2019 Board Meeting Dates as presented. CARRIED.

**PLANNING BOARD
RETREAT**

The Board plans an annual retreat for the fall of each year. In the 2018-2019 academic year, the plan is to have a two-day retreat in October.

The focus of the retreat is suggested to be focused on continued planning for the university transition. Specifically in the following areas:

- Property & Finance discussion with FARC & possibly the legislative writers from YG
- Indigenizing Governance to reflect the spirit and intent of the Final Agreements.

**AGENDA ITEMS
FOR NEXT
MEETING**

Board members are requested to provide input for additional Agenda items that are not already in the Annual Planning Cycle.

Item(s) suggested from last Board meeting and added to future Board agendas is/are as follows:

- Campus housing
- Third party money evaluation for Yukon Research Centre
- Orientation for new Board members
 - Option to do a meet & greet in the summer

**STUDENT
PRESENTATION**

Orlanna Aubichon attended to introduce students Anjali Bali, Mandeep Kaur, and Frederick Maring who presented to the Board on the Cross Cultural Celebration that took place at the College on March 28th, 2018.

**IN CAMERA
SESSION**

MOVED by Carol Geddes , SECONDED by Shawn Allen to commence in camera session at 1:31pm. CARRIED.

MOVED by Mary Samolczyk, SECONDED by Chris Milner to close in camera session at 1:39pm. CARRIED.

ADJOURNMENT

Meeting was adjourned at 1:40pm

SUMMARY OF ACTION ITEMS:

Action Items:

- Kelly Proudfoot to bring back a vision of the Foundation for the June Board meeting and Terms of Reference for review.