

Meeting Minutes

Members	present:	David Morrison (Chair), Carol Geddes (Vice-Chair), Brenda Butterworth-Carr, Christine Mahar, Fiona Schmiegelow, James Allen, Jason Bilsky, Judy Gingell, Kathleen Van Bibber, Lesley Brown, Tom Ulyett, Samreen Ahmad, Victoria Fred
	regrets:	Mark Wedge, Samara Robertson-Lawless, Sara McPhee-Knowles
PEC members,	present:	Gavin Gardiner, Shelagh Rowles, Bronwyn Hancock, Peter Deegan, Trika MacDonald, Nadia Joe, Aisha Montgomery
Observers:		n/a
Recorder		Irina Bogachek

Required quorum: majority of the members

1. Welcome

Call to order at 1:00pm.

- Board membership update:
Current vacancies:
Public member -1, Community member – 1, First Nation Member – 1;
Mark Wedge, Judy Gingell, Chris Mahar applied for another term – under review by YG.
Upcoming vacancy: Kathleen Van Bibber – term ends May 26, 2024.
- Moment of reflection by Carol Geddes.
- Declaration of Conflicts of Interest: n/a

2. Meeting Agenda approval

MOTION: MOVED by Samreen Ahmad, SECONDED by Fiona Schmiegelow to approve the meeting agenda as presented. CARRIED

3. Consent Agenda approval

Decision items:

- a. Minutes from December 8, 2023 meeting
Recommended by Senate:
- b. Multimedia Communication (MMC) program: change to program outcomes
- c. BBA program changes: HR stream

MOTION: MOVED by Fiona Schmiegelow, SECONDED by Carol Geddes to approve the consent agenda items as presented:

- a. Minutes from December 8, 2023 meeting;
- b. Multimedia Communication (MMC) program: change to program outcomes;
- c. BBA program changes: HR stream. CARRIED

4. **Report from Board Chair (verbal)**

Polaris project update: meetings to secure additional funding; expected to have a response in the coming months as the YG budget gets approved.

No discussion.

5. **Report from President (written)**

Written reports provided in the meeting package.

Discussion Highlights:

- Arctic Winter Games – volunteer policy requires revision.
- International students – upcoming federal regulations and enrolment calculations: more permits for YukonU are expected (numbers and allocations are yet to be confirmed by the government); 15% cap for international students as set up by the Board; enrolment and budget calculations stay conservative.
- Crocus Ball – hosted by YukonU Foundation to strengthen relations with local businesses and show us as a point of investment; hope to have it annually; Board members will be invited as guests – no specific expectations.

a. Report from Senate – included in the written report

No question.

b. In-camera report

MOTION: MOVED by Carol Geddes, SECONDED by Tom Ullyett to move into in-camera. CARRIED.

Non-members left.

In-camera report and discussion.

MOTION: MOVED by Tom Ullyett, SECONDED by Carol Geddes to move out of in-camera. CARRIED.

Non-members returned.

6. **Reports from Senior Executives (written)**

Written reports provided in the meeting package.

a. Provost & VP Academic

Additional update: trip to Old Crow, March 25.

Discussion Highlights:

- Indigenous enrolment numbers in the report: included in the application form but not mandatory; we are missing self-identification process;
- Terminology correction: “self-identified FN” instead of “indigenous headcount”.

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- Health program:
 - part of the Health Strategy developed by the Steering Committee; the committee identified expansion of the program as one of the top priorities (incl. the Social Work degree) and agreed to provide financial support;
 - bachelor's degree in nursing bridge program - expected to be launched by 2025;
 - lack of administration in the health area is expected to be solved through the new YukonU Medical Office Assistant program;

1:30pm – Kathy van Bibber joined

- rational for partnership with the University of Regina as opposed to a BC institution - our cultural approaches are tied more closely to the western parts: no particular reason except for we have two current degrees through this University – Social Work and YNTEP;

1:36pm – James Allen joined

- Bridging program clarification: personalized approach, i.e., no list of required courses that a student need to complete.

b. VP Finance & Administration, CFO

Additional update: Pension Committee met on February 6 – update will be provided for the June Board meeting; annuity buy-in option is expected to come to the Board for decision in September.

No questions/discussion.

7. Finance, Audit & Risk Committee

1. Report from Chair Jason Bilsky:

- OAG Audit Plan – presentation by OAG and approval by FARC
- Audit Letter Management Points
- YukonU Forecast 2023-24
- YukonU Enrolment Projections 2024-25
- Enterprise Risk Management update
- Business Enterprise System (Finance and HR)
- Polaris project update and Governance document revision (motion below)
- YukonU Budget 2024-25 (motion below)

2. Motions from February 5, 2024

a. Governance Framework revision

Overview of changes by Gavin Gardiner.

No questions/discussion.

MOTION: MOVED by Jason Bilsky, SECONDED by Fiona Schmiegelow to approve the amended Polaris Project Governance document as presented. CARRIED

b. YukonU Budget 2024-25

Discussion highlights:

- Board Chair on budget revision by FARC.
- Budget presentation – great work and progress since last year.
- YG funding increase – no real risks to the number (4.7%).
- Impact of federal regulations on international students: international student tuition revenue may be less, but overall enrolment is expected to be 5% higher through the increase of domestic students. The University is working closely with YG to make experience for international students better and their enrolment smooth and barrier-free.
- Collective agreement - upcoming bargaining results projections: factored into the budget and confirmed by YG to be covered.

MOTION: MOVED by Tom Ulyett, SECONDED by Jason Bilsky to approve the YukonU 2024/25 operational budget with revenues of \$54.957M and expenditures of \$54.711M with a projected surplus of \$246K, and the 2024/25 capital budget with \$24.742M revenues and \$24.742M expenditures.
CARRIED

8. Governance Committee

1. Report from Chair Christine Mahar:

- Board Policies Revision Plan update: restructuring of the Board policy system to have Board Bylaws, Board policies and Board Committees' Terms of References as 3 distinct types of documents based on their functions - coming for approval in June.
- BoardEffect pre-launch for the Committee; Board launch is later on the agenda.

No questions/discussion.

2. Motions from February 5, 2024 – n/a.

9. Human Resources Committee

1. Report from Chair Tom Ulyett:

- Report from HR advisor to President, incl. quarter dashboard update: additional notes from Trika Macdonald.
- Assigning Board mentors for new members:
 - Carol Geddes - for Brenda Butterworth-Carr
 - Tom Ulyett - for Victoria Fred
 - Jason Bilsky - for Sara McPhee-Knowles
 - Christine Mahar – for Samara Robertson-Lawless
 - Mark Wedge – for Samreen Ahmad.
- Board training opportunities Winter-Spring 2024; additional notes from Gavin Gardiner: CICAN conference coincides with the Board retreat this year, CUBA conference – dates not announced yet.

No questions/discussion.

3. Motions from February 12, 2024 – n/a.

10. Indigenous Advisory Circle

1. Report from Chair
 - New Director of FNI Lindsay Moore
 - Principles of IAC's Engagement: discussion of the role of Circle in assisting Board with its legislated mandate; the draft Terms of References will be reviewed by FNI from the FNs perspective and brought back for approval in June.
2. Yukon University Reconciliation Framework update
by AVP Reconciliation Nadia Joe:
 - Engagement sessions in progress
 - Implementation plan for the Framework - drafting in progress
 - PACFNI meeting and their feedback
 - Consolidation of feedback is expected by end of March; on track for Board approval in June
 - Chancellor's Potlach, May 30 with announcement of Chancellor Scholarship Foundation – details coming soon.

11. Report from Student Union

Provided by Samreen Ahmad:

- preparation for annual elections in end of March; lots of interest this year, most applications are from BBA program students
- current activities and events update.

2:30 - 2:40pm - Break

2:33pm - Brenda Butterworth-Carr joined

12. Cyber Security Presentation

Presentation by Peter Deegan.

Discussion Highlights:

- Ransom payments; other institutions' experience; defense system including institutional procedures
- iCloud security: Microsoft helps with key services, but our internal data is outside their system and is at risk
- Importance of having a multitude of actions and keeping them updated; our data gets backed up daily, stored in few different locations and get tested regularly
- Suggestion: to have training for employees, especially for researchers, and students (Ransom 101).

13. Action Items Update

provided in the package

No questions/discussion

14. Future agenda items – requests from the floor

None requested

15. Board Effect Launch

Intro by Gavin Gardiner.

Presentation by Carrie Forrester, Implementation Specialist, BoardEffect.

Next steps:

- University Secretariat will follow-up with log-in instructions and user manual;
- Log-in support can be provided by University Secretariat or BoardEffect support team; there will be some time allotted at the upcoming Board PD retreat for assistance.

16. Adjournment

MOTION: MOVED by Carol Geddes to adjourn at 3:50pm. CARRIED
