

## Meeting Minutes

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

*Required quorum: majority of the members*

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### Board regular session

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- Welcome: call to order at 9:03am.
- Notes from the Chair:
  - agenda for the day: regular session and annual joint session with Community Campus Committee Chairs.
  - Board membership update:
    - Pearl Callaghan: term ended Sep 30; resignation notice dated November 24.
    - Mark Wedge, Judy Gingell, Chris Mahar: terms ended Sep 30; applied for another term.
    - Upcoming vacancy: Kathleen Van Bibber, May 26, 2024
- Moment of reflection by Sara McPhee-Knowles.
- Declaration of Conflict of Interest: n/a

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#### B1 Meeting Agenda approval

**MOTION:** MOVED by Carol Geddes, **SECONDED** by Sara McPhee-Knowles to approve the meeting agenda with the change to business order: item *B6 FARC Update* be moved to later in the agenda when the FARC Chair joins. **CARRIED**

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#### B2 Consent Agenda: approval of minutes from

- Minutes from September 27, 2023 meeting
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- Health Care Assistant program changes (*recommendation from Senate*)
  - President's report on delegated authorities<sup>1</sup>

**MOTION:** MOVED by Christine Mahar, SECONDED by Tom Ulyett to approve the consent agenda items as presented. CARRIED

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**B3** Report from Board Chair (verbal)  
Brief update. No discussion.

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**B4** Report from President (written)

Written report provided in the meeting package; in addition:

- Yukon Days in Ottawa: Yukon U Executive Team visit and meetings to help advance education in the North.
- Witnessing at Yukon Legislature, Fall sitting.  
Recognition of the work done by Lesley and the Executive Team by Chris Mahar who attended the hearing on behalf of the Board Chair.

*No questions/discussion.*

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**B5** Reports from Senior Executives (written)

- a. Provost & VP Academic.
- b. VP Finance & Administration, CFO.

Written reports provided in the meeting package.

*No questions/discussion.*

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**B6** Finance, Audit & Risk Committee  
*Moved to later on the agenda (see below).*

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**B7** Governance Committee

- Chair Report by Christine Mahar - discussions from November 27<sup>th</sup> meeting: BoardEffect platform and its launch in February; Code of Conduct policy revision (proposed as a stand-alone item under B11); Board policies revision plan.

Key discussion:

- Inclusion of cultural perspectives in the Board policies: this will be informed by the Reconciliation Framework once approved.

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**B8** Human Resources Committee

1. Chair Report by Tom Ulyett:
  - the committee didn't meet as planned - the decision items were moved directly to the Board for discussion and decision-making.

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<sup>1</sup> Standing item; the President shall provide a written report to the Board in each Board meeting on all actions taken pursuant to delegated powers (BOG 3.0)

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## 2. Proposals:

### a. Appointments to Board committees

Preamble by Gavin Gardiner:

- Existing vacancies - Governance Committee, one vacancy.
- Summary of the current Board members' involvement in the Board committees.

Members were asked for nominations/self-nominations from the floor.

One self-nomination received: Victoria Fred.

No objections.

**MOTION:** MOVED by Christine Mahar, SECONDED by Tom Ulyett to approve the appointment of Victoria Fred to the Governance Committee of the Board with the term effective immediately and expiring when the member ceases to be a member of the Board or resigns from the Committee, whichever is first. CARRIED

### b. Appointment of Board members to the Chancellor Selection Committee

Preamble by Gavin Gardiner:

- Committee composition and Board positions: Board student member (ex-officio) and 3 Board members as selected by the Board.
- Confirmed Board student member on the Chancellor Committee – Samreen Ahmad.
- Three elected seats: call for nominations/self-nominations was sent out in September; Victoria Fred, Jason Bilsky, David Morrison expressed their interest.

Members were asked for any additional nominations from the floor; none received.

**MOTION:** MOVED by Judy Gingell, SECONDED by Sara McPhee-Knowles to approve the appointment of the following Board members to the Joint Chancellor Selection Committee, for the period of its activity until the new University Chancellor is appointed: Victoria Fred, Jason Bilsky, David Morrison. CARRIED

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## B9 Indigenous Advisory Circle

- Chair Report by Carol Geddes:  
Reconciliation Framework document; IAC feedback and endorsement;  
Proposed as a stand-alone item under B12.

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## B10 Report from Student Union

Provided by Samreen Ahmad:

- establishment of the Student Union operational procedures in progress
- preparation for annual elections in January
- current activities and events (seeing increased attendance); plans for the next semester
- student mental health during the exam period and winter season; support options at YukonU.

Discussion highlights:

- Mental health services: availability, access and use by students.

YukonU services include: therapeutic counselling, FN navigator to support indigenous students, free counselling services for students through our providers;

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Most recent activities: Wellness Fair last week to offer different wellness opportunities from local providers, Light Festival, Diwali celebration.

Development of and investment in a 5-year program is in progress. The vision is to cover all programs and communities through the “universal approach” where faculty members and community partners are directly involved in the process; training to be provided.

- Overarching events to strengthen relationships between international, FNs, and non-FNs students.

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## **B11** BOG 5.0 Code of Conduct Policy revision

Preamble by Gavin Gardiner:

- Reason for a stand-alone discussion: an additional recommendation made by FARC that took place after the Governance Committee’s review and decision.
- Main reason for the revision – requests to clarify the Conflict of Interest (COI) provisions
- Institutional scan results and key changes
- FARC recommendation for an additional provision regarding financial COI and its waiving for members of a class, i.e. personal vs. group interests
- Updated forms and renewal of members’ COI after the policy approval.

No discussion/questions.

**MOTION:** MOVED by Carol Geddes, SECONDED by Victoria Fred to approve the revised policy BOG 5.0 Code of Conduct. CARRIED

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## **B12** Yukon University Reconciliation Framework

Preamble by Nadia Joe:

- Document background, people and groups involved, IAC’s role and contributions.
- Vision for this document as a living document with space for growth and change
- Concept of “shared vocabulary”
- Next steps, including engagement with communities for feedback before the document gets published.

Discussion highlights:

- Inclusion of indigenous practices (e.g. cyclical rounds, medicine wheel, indigenous worldview on healing and mental health, reconnection with the land and water)
- The concept of reconciliation: complex and sensitive – keeping balance is the key; ways to collaborate various legislations and treaties. The Framework provides enough room for creation of collaborative laws.

YukonU as a holding ground for this process. Collaboration with CYFN and self-governing FNs to help support this.

Traditional knowledge, generational gap in FN communities, and need to orient communities on the topic of reconciliation.

Consultations should include elders/older population (i.e., knowledge keepers) as much as possible. Implementation process; review of the Land Claim agreements across Canada for checks and balances. Support for Yukon Boards and committees.

Next steps:

- Endorsement of the consultation copy by the Board - this meeting;  
IAC members can provide their additional feedback between now and its final approval in June
- Community consultation - spring 2024
- Final approval – June 2024
- Publishing – inclusion of all FN languages; design will be made by an indigenous artist

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- Implementation period – 5 months following the approval; the implementation plan is under development.  
Budget and fundraising plans for implementation: the Framework is a sub plan of the Strategic Plan which will help to guide budget decisions.

10:25am – the CBC reporter left.

10:29am – Kathleen van Bibber joined.

**MOTION:** MOVED by Victoria Fred, SECONDED by Mark Wedge to endorse the consultation copy of the Yukon University Reconciliation Framework for public consultation. CARRIED

10:40-10:50am – break

10:45am – Jason Bilsky joined

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## **B6** Finance, Audit & Risk Committee

*Item moved down in the agenda*

### 1. Chair Report by Jason Bilsky - discussions from November 27<sup>th</sup> FARC meeting:

- Joint session with Pension Committee: key discussions and proposals to the Board, incl. annuity buy-in option, investment performance, assets as of June 30 (strong return), valuation results as of June 30 (2 methods of valuation).
- Regular FARC session key discussions: financial forecast, major projects incl. Polaris, business enterprise system replacement - options and procurement methodology.

Discussion highlights:

- Annuity buy-in: offered by insurance companies; not new but current economic conditions create favorable conditions to use it more; insurance companies role and responsibility for our liabilities.
- Tuition fees increase: proposed fees consider inflation.
- Aging personnel and implications for our pension plan (considered in the projection of our liability).

### 2. Motions from September 18<sup>th</sup> FARC meeting

**MOTION:** MOVED by Tom Ulyett, SECONDED by Christine Mahar to waive, pursuant to s. 4.2.2(b) of the Code of Conduct policy, the conflict of interests applied to Samreen Ahmad, Lesley Brown, and Sara McPhee-Knowles regarding proposed motions under B6.2 (a-d). CARRIED

#### a. Tuition and Ancillary Fees 2024/25

**MOTION:** MOVED by Brenda Butterworth-Carr, SECONDED by Mark Wedge to approve  
(a) the tuition fees for 2024-25 academic year with the increase, as presented;  
(b) the ancillary fees for 2024-25 academic year with changes, as proposed. CARRIED

#### b. Recommended change to the SIPP (annuity buy-in)

**MOTION:** MOVED by Jason Bilsky, SECONDED by Brenda Butterworth-Carr to approve that the Pension Committee explore the opportunity for an annuity buy-in with respect to YUEPP pensioners in 2024. CARRIED

c. Audited Financial Statements for Plan at June 30, 2023

**MOTION:** MOVED by Jason Bilsky, SECONDED by Brenda Butterworth-Carr to approve the audited financial statements of the Yukon University Employees' Pension Plan Fund for the year ended June 30, 2023 as presented. CARRIED

d. Valuation results at June 30, 2023:

- Approval to file with regulators
- Approval of Letter of credit reduction
- Approval of Member contribution rates.

**MOTION:** MOVED by Tom Ulyett, SECONDED by Christine Mahar to approve

- (a) the actuarial valuation of the Yukon University Employees' Pension Plan as at June 30, 2023 prepared by TELUS Health followed by the filing of the actuarial valuation, as presented, with the appropriate regulators;
- (b) the consequent reduction to \$5.9m of the face value of the letter of credit held in the YUEPP; and
- (c) the Yukon University Employee's Pension Plan contribution rates as follows:
  - Group 1 Members: 9.62% of earnings up to the YMPE / 12.02% of earnings above the YMPE;
  - Group 2 Members: 7.03% of earnings up to the YMPE / 8.81% of earnings above the YMPE.

CARRIED

**B13** Future agenda items – *requests from the floor.*  
Action Items Update - *provided in the package.*

*No questions/discussion*

**B14** Polaris Project update - **in-camera session**

Non-members left.

**MOTION:** MOVED by Brenda Butterworth-Carr, SECONDED by Tom Ulyett to move into in-camera.  
CARRIED

In-camera discussion.

**MOTION:** MOVED by Jason Bilsky, SECONDED by Christine Mahar to approve amendments to the Polaris Governance Document approved as revised on August 4, 2023 as follows:

- (a) The line "approval of revised capital budget (\$49.8M)" be replaced with "Proceeding on an anticipated total project cost of \$49.8M"
- (b) An additional row at the bottom of the current Board II Approval outlining the total permitted cost associated with Board II be added as follows:

Cumulative authorized expenditures for Board II Approval	\$3,4750,00
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CARRIED

**B15** Adjournment

**MOTION:** MOVED by Brenda Butterworth-Carr, SECONDED by Jason Bilsky to move out of in-camera and adjourn at 12:30pm for lunch. CARRIED

12:30 – 1:00pm - Board and CCC Chairs joint lunch

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**Joint Session: Board – Community Campus Committees’ Chairs joint session (annual)**

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CCC Chairs in attendance:

Kari Johnston, Haines Junction; Jane Montgomery, Old Crow; Tara Wheeler, Carmacks; Taylor Schneider, Carcross; Joann Aird, Mayo; Jerry Bruce, Watson Lake; Peter Kazda, Faro; Melissa Atkison, Dawson City

Additional attendees:

Eric Hoogstraten, Department Head, Southern Campuses  
Spa’qwi’e John Reid, Department Head, Northern Campuses  
Dan Anton, Executive Director, Continuing Studies

Session Chair: Carol Geddes

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Welcome and roundtable of introductions

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**BC1** Updates from CCC Chairs, roundtable

Key shared issues:

- Substance use state of emergency  
*Dawson: program development for the new addiction support center in progress*
- Campus and community staffing issues
- Community training needs include: safety, First Aid, heavy equipment, driving, cooking, office admin distant study, teachers and health care professionals.  
*Carmacks: ELCC – very popular*  
*Dawson: new level 2 Carpentry program; losing students due to apprenticeship exams – finding ways to support*
- Course delivery is inconsistent, no long-term programs - losing students; more options for distant study needed
- Public computer needs to support students
- Campus personnel efforts in student recruitment and study support.

Specific challenges:

Haines Junction: substantial growth in the community and efforts to support it.

Old Crow: housing, elder care; students register but don’t show up due to insufficient financial support to their families while they study.

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**BC2** Community Campus Committees: duties, responsibility and relationship with the Board

Presentation by Gavin Gardiner:

- YukonU Governance system; Board and Senate mandates and operations
- History of Community Campuses
- New YukonU Act: role and responsibilities of Community Campus Committees
- CCC-Board relationship
- Next year goals.

*Copy of the presentation will be shared after this meeting.*

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Discussion highlights:

- Act requirements: new vs. old
- CCC composition, appointment process, and Board submission deadline
- Ways to include community voices and perspectives in institutional decisions.
- Staffing issues and additional responsibilities as required by the new Act; capacity and gender equity issues (challenge with young men involvement).
- Authority at community level – who is in charge? YukonU as the ground for communication between FNs and non-FNs
- University engagement with non-FNs community members (i.e., broader community) could be improved; feeling left behind
- Lifelong learning and campuses' role in it
- Ways to build healthy communities.

*David Morrison disconnected at 2:53pm.*

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**BC3** YukonU Reconciliation Framework implementation

Overview by Nadia Joe:

- Background, current status, next steps and communities' involvement through the upcoming consultation in spring 2024.
- Self-reflection is recommended when looking at that document; supporting guiding document will be provided.
- Consultation copy of the Framework, as approved by the Board, will be shared with the Chairs after this meeting for review and feedback.

Comment:

- Wellness support during the implementation process must be provided.

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**BC4** Adjournment

Session adjourned by the Chair at 3:14pm.

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