



The University of British Columbia  
**Board of Governors Meeting**  
**MINUTES**

Wednesday, February 06, 2013  
10:30 a.m. – 2:00 p.m.

UBC Vancouver  
Arbutus Room  
Ponderosa Centre

**In Attendance: Board Members**

Chancellor Sarah Morgan-Silvester  
Mr. Bill Levine, Board Chair  
President Stephen Toope  
Ms. Theresa Arsenault  
Ms. Shannon Dunn  
Ms. Anne-Marie Fenger  
Mr. Robert Fung  
Dr. Nassif Ghoussoub  
Dr. Maureen Howe  
Dr. Richard Johnston  
Dr. Gerry Karr  
Mr. Tim Krupa  
Ms. Alice Laberge  
Mr. Jason McLean  
Mr. Douglas Mitchell  
Mr. John Montalbano  
Mr. Greg Peet  
Ms. Sumedha Sharma  
Dr. Michael Treschow  
Ms. Susan Yurkovich

**Administration**

Dr. Deborah Buszard  
Ms. Lisa Castle  
Dr. Louise Cowin  
Dr. David Farrar  
Dr. John Hepburn  
Mr. Hubert Lai  
Ms. Barbara Miles  
Mr. Pierre Ouillet  
Mr. Pascal Spothelfer  
Ms. Reny Kahlon

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**Regrets:** Mr. Michael Silley

## 1. REMARKS

The Board Chair called the February 6, 2013 meeting of the Board of Governors to order.

Incoming Board member Mr. John Montalbano was introduced and welcomed.

The President was pleased to inform the Board of Governors that UBC's [start an evolution](#) campaign reached and surpassed the \$1B mark, and is close to reaching the goal of doubling Alumni engagement at the University.

UBC is one of four BC universities collaborating on the Prometheus Project, for which [CFI funding was announced](#) in January 2013. UBC received [new commitments totaling \\$22.7M](#) from the Canadian Foundation for Innovation, in support of research in areas ranging from astronomy to cancer, quantum materials to plant evolution.

## 3. PROPERTY & PLANNING COMMITTEE

**Chair: Mr. Robert Fung**

**Members:** Ms. Shannon Dunn, Ms. Anne-Marie Fenger, Dr. Nassif Ghossoub, Dr. Richard Johnston, Mr. Tim Krupa, Ms. Alice Laberge, Board Chair Bill Levine, Mr. Douglas Mitchell, Chancellor Sarah Morgan-Silvester, Ms. Sumedha Sharma, Mr. Michael Silley, President Stephen Toope, Dr. Michael Treschow

### 3.1 UBC Okanagan Master Plan Update

The Board received a presentation from the Associate Vice-President of Campus + Community Planning, providing an overview of the evolution of the campus between 2005 and 2012, current needs/challenges and preliminary strategies for addressing those issues.

The Board was reminded that the Okanagan campus is subject to City of Kelowna zoning regulations and development permit requirements. The Agricultural Land Commission also has authority over of the West Campus lands.

In response to concerns about delays in construction of the bicycle path to the Okanagan campus, the Board was informed that at the current stage of the project is being handled by the City of Kelowna.

The following comments/suggestions were made during the discussion following the presentation:

- engage the City of Kelowna early in the consultation process
- library space and informal study space should be moved up on the priority list, given the deficits identified in those areas
- ask the UBC Properties Trust Board to review the land planning strategy for the Okanagan campus
- add assessment of risk and risk management to future presentations

The following resolution was moved and seconded:

**BE IT HEREBY RESOLVED that *the Board of Governors approves the work program for the UBC Okanagan Master Plan 2035.***

**CARRIED**

### 3.2 UBC Bookstore Expansion & Renovation (Vancouver)

The Board received a presentation providing an overview of the project, including capital and operating budgets, design, funding/financing and construction schedule.

An extensive review of the existing infrastructure has been conducted to ensure that the expansion can be accommodated. A seismic analysis has also been done, revealing that the existing building is at lower risk than originally thought. The additional structure will further enhance the seismic performance of the building.

The Managing Director of University Community Services assured the Board that the Bookstore generates sufficient revenue to service the debt associated with the project; additional revenues are expected as a result of the expansion.

The following resolution was moved and seconded:

**BE IT HEREBY RESOLVED** that *the Board of Governors approves:*

- 1. BOARD 3 to commence construction of the UBC Bookstore Expansion & Renovation project (subject to construction tenders being received at or below budget, based on 80% of tenders);*
- 2. Advance work on civil utilities relocations, demolition of existing exterior canopy and construction of a temporary entry prior to 80% tender completion (required to meet September 2013 completion for start of academic term). No demolition of interior space will occur until 80% of tenders are received, anticipated for March 2013; and,*
- 3. Internal loan of \$5.3 million to support the project, amortized over seven years at a projected interest rate of 5%, with annual debt service sourced from Bookstore revenues.*

Capital Budget	\$6,000,000
Operating Budget	\$75,680
Award of Contract	
<b>Funding Release</b>	<b>\$5,300,000</b>

**CARRIED**

### 3.3 Engineering Student Centre (Vancouver)

The Board received and discussed a presentation providing an overview of the project, including capital and operating budgets, design, funding/financing and construction schedule.

The following resolution was moved and seconded:

**BE IT HEREBY RESOLVED that *the Board of Governors approves:***

- 1. BOARD 2 for the Engineering Student Centre project; and,**
- 2. Removal of existing structure and infrastructure in advance of Board 3.**

Capital Budget	\$5,220,000
Operating Budget	\$86,500
Schedule	
Authorization to issue Development Permit	
Proceed to working drawings	
Demolition of existing Cheeze Factory	
<b>Funding Release</b>	<b>\$600,000</b>

**CARRIED**

### 3.4 Appointment to the Advisory Urban Design Panel (AUDP)

The following resolution received Consent Approval:

**BE IT HEREBY RESOLVED that *the Board of Governors approves the appointment of Dr. Louise Cowin, UBC Vice-President Students, to the staff position on the Advisory Urban Design Panel for a term to expire in February 2015.***

**CARRIED**

## 4. FINANCE COMMITTEE

**Chair: Dr. Maureen Howe**

**Members:** Ms. Shannon Dunn, Ms. Anne-Marie Fenger, Dr. Nassif Ghoussoub, Dr. Richard Johnston, Dr. Gerry Karr, Mr. Tim Krupa, Ms. Alice Laberge, Board Chair Bill Levine, Mr. Jason McLean, Mr. John Montalbano, Chancellor Sarah Morgan-Silvester, Mr. Greg Peet, Ms. Sumedha Sharma, Mr. Michael Silley, President Stephen Toope, Dr. Michael Treschow

### 4.1 Operating Budget Outlook

The Board received and discussed a presentation reviewing the 2013-2014 Operating Budget outlook for both Vancouver and Okanagan campuses, including commitments related to *Place and Promise* goals.

The question of administration costs vs. faculty costs was raised, along with a concern about Board oversight of funds once they are allocated to faculty budgets and increasing pressure on faculty budgets.

In response, the Vice-President Finance, Resources & Operations said that the ratio of centrally managed resources against funds managed by individual faculties/units varies across universities (making comparator data very difficult to find), and at UBC, across campuses and faculties/units.

Services categorized as ‘administration’ include building operations (maintenance, janitorial services), utilities such as electricity, human resources, security, financial services, and departments such as Campus + Community Planning.

The President added that concerns about administration costs vs. faculty costs are often based on data from American universities, not necessarily relevant to the situation in Canada. An upcoming report on staff trends at UBC over the past 10 years will provide the Board with more information.

A Board member requested **additional information about *Place and Promise* investments** at the Vancouver campus and historical trends in *Place and Promise* investments at both campuses; this information **will be provided for the budget approval request to come before the Board in April 2013.**

Also to be provided is **risk assessment specific to projected growth of international student enrolment and mitigation strategies**, including diversification of UBC’s international recruitment strategy.

## 4.2 Student Union Building Revised Agreements and Building Lease

The following resolution received Consent Approval:

**BE IT HEREBY RESOLVED** that *the Board of Governors approves the revised agreements for the development and lease of the new Student Union Building, and authorizes the University Administration to:*

- a. Obtain Ministerial approval pursuant to section 50(2) of the University Act to grant a lease of the new Student Union Building to the Alma Mater Society of the University of British Columbia Vancouver (“AMS”).*
- b. Execute the lease and related agreements between UBC and the AMS on the terms consistent with those outlined in the report.*

**CARRIED**

## 4.3 Establishment of New Endowments

Endowment funds listed under the docket submission have been approved by the President on the recommendation of the University Counsel in accordance with UBC Policy #113 (Endowment Management) and are circulated for information.

## **5. LEARNING & RESEARCH COMMITTEE**

**Chair: Dr. Richard Johnston**

**Members:** Dr. Nassif Ghossoub, Dr. Maureen Howe, Dr. Gerry Karr, Mr. Tim Krupa, Board Chair Bill Levine, Mr. Greg Peet, Ms. Sumedha Sharma, Chancellor Sarah Morgan-Silvester, Professor Stephen Toope, Dr. Michael Treschow

### **5.5a Vancouver Senate Recommendations**

The following resolution received Consent Approval:

**BE IT HEREBY RESOLVED** that *the Board of Governors accepts recommendations arising from the December 12, 2012 meeting of the UBC Vancouver Senate, effective February 6, 2013.*

**CARRIED**

### **5.5b Okanagan Senate Recommendations**

The following resolution received Consent Approval:

**BE IT HEREBY RESOLVED** that *the Board of Governors accepts recommendations arising from the December 19, 2012 and January 30, 2013 meetings of the UBC Okanagan Senate, effective February 6, 2013.*

**CARRIED**

### **5.6 Request for Exemption from Amortization for Endowment Funds**

The following resolution received Consent Approval:

**BE IT HEREBY RESOLVED** that *the Board of Governors approves, as recommended by the President and University Counsel, an encroachment on the Lorraine Douglass Prize in Real Estate Endowment Fund (E5271) (the “Fund”) by exempting the Fund from annual amortization payments established under Policy #113 (Endowment Management) (the “Policy”).*

**CARRIED**

## 5.7 Endowment Name Changes

The following resolution received Consent Approval:

**BE IT HEREBY RESOLVED** that *the Board of Governors approves:*

- 1. Change of name of the Charlotte Borgen Memorial Endowment Fund to the “Dr. Charlotte Thomson Memorial Endowment Fund”, as requested by the family of the Donor.*
- 2. Change of name of the Donald Wehrung International Student Humanitarian Award Endowment Fund to the “Donald Wehrung International Student Award Endowment Fund”, as requested by the donor, UBC’s International Student Initiative (ISI).*

**CARRIED**

## 5.8 Endowment Status Report

A summary of the status of endowment funds (Vancouver) as at November 30, 2012 was circulated for information, in accordance with Policy #113 (Endowment Management).

The amounts exclude the Student Housing Financing Endowment, as this is not invested with IMANT (UBC Investment Management Trust).

## 5. PEOPLE, COMMUNITY & INT’L COMMITTEE

**Chair:** Ms. Theresa Arsenault

**Members:** Ms. Anne-Marie Fenger, Dr. Nassif Ghossoub, Dr. Gerry Karr, Mr. Tim Krupa, Ms. Alice Laberge, Board Chair Bill Levine, Chancellor Sarah Morgan-Silvester, Mr. Greg Peet, Ms. Sumedha Sharma, President Stephen Toope

### 6.1 UBC Development & Alumni Engagement Campaign

The Board received and discussed a presentation updating development and alumni engagement results since the December 2012 Board of Governors meeting.

The presentation included a breakdown of Okanagan results by faculty, as previously requested by the Board of Governors.

### 6.2 UBC Vancouver and UBC Okanagan Annual Reports on Enrolment 2012/2013

The Committee Chair reported that the Committee received enrolment reports for both UBC Vancouver and UBC Okanagan.

The use of Grade 11 marks and broad-based admissions has allowed the University to issue four times as many offers as at this time last year, matching the admission timelines of other North American universities and improving UBC’s competitiveness.

### 6.3 UBC Learning Exchange (Vancouver) Annual Update 2011-2012

The Committee Chair reported that the Committee received a presentation from the Director of the UBC Learning Exchange.

Accomplishments over the reporting period were detailed in the circulated UBC Learning Exchange Annual Update 2011-2012.

Development of a Strategic Plan for the Learning Exchange is in its final stages, to be completed at the end of March 2013.

## 6.4 Naming of Campus Facilities

The following resolution received Consent Approval:

**BE IT HEREBY RESOLVED** that *the Board of Governors approves the name “Bentley Dining Hall” for the new dining hall building at the Loon Lake Research & Education Centre in the Malcolm Knapp Research Forest.*

**CARRIED**

## 6.5 Notable Distinctions

- a. The full listing of Notable Distinctions in the Research, Teaching and Service categories circulated, including profiles of the following scholars:
  - Dr. Wa Sham (Sam) Cheung, Clinical Assistant Professor, Oral Health Science, Faculty of Dentistry
  - Dr. Robert Millar, Professor, Civil Engineering, Faculty of Applied Science
  - Dr. Joan Bottorff, Director, Institute for Healthy Living and Chronic Disease Prevention, UBC Okanagan
- b. Report on awards to and recognition of students, staff and alumni circulated.

## 6.6 Alumni Activity Report

The Alumni Activity report for the year ending December 31, 2012 was circulated.

## 7. GOVERNANCE COMMITTEE

**Chair:** Ms. Susan Yurkovich

**Members:** Ms. Theresa Arsenault, Ms. Shannon Dunn, Dr. Nassif Ghossoub, Board Chair Bill Levine, Mr. Jason McLean, Chancellor Sarah Morgan-Silvester, Ms. Sumedha Sharma, Mr. Michael Silley, President Stephen Toope

### 7.2 Policy #20 (Advertising of Position Vacancies) and Associated Procedures

Information received by the Committee: Amendment to support the University’s goal of recruiting the most qualified candidates for position vacancies and to consolidate the University’s policies on advertising into one document.

### 7.3 Policy #27 (Reappointment of Retired or Retiring Members of Faculty) Amendments and Associated Procedures

Information received by the Committee: Amendment and Amalgamation with Policy #52 (Retirement of Faculty) and Repeal of Policy #52 (Retirement of Faculty).



## 7.4 Policy #50 (Leave to take Political Office) and Associated Procedures

Information received by the Committee: Amendments extend the scope of Policy #50 to include all groups of employees to be eligible for leave to take political office.

## 8. AUDIT COMMITTEE

**Chair:** Ms. Alice Laberge

**Members:** Dr. Maureen Howe, Board Chair Bill Levine, Mr. Jason McLean, Mr. Douglas Mitchell, Mr. John Montalbano, Chancellor Sarah Morgan-Silvester, President Stephen Toope

The following items circulated for the information of the Board of Governors:

### 8.1 Quarterly Financial Statements

Consolidated Financial Statements for the third quarter of 2012-2013 (at December 31, 2012) were circulated, as received by the Audit Committee at its January 2013 meeting.

### 8.2 Quarterly Financial Forecast

The Quarterly Financial Forecast (as at December 31, 2012) was circulated, as received by the Audit Committee at its January 2013 meeting.

## ADJOURNMENT

Members were advised of the following regular meetings, in accordance with the approved UBC Board of Governors schedule:

- Tuesday, March 28, 2013 – Standing Committee Meetings
- Wednesday, April 3, 2013 – Board of Governors Meeting and Dinner

The following resolution was moved and seconded:

**BE IT RESOLVED HEREBY that the February 6, 2013 meeting of the UBC Board of Governors be adjourned.**

**CARRIED**