



**The University of British Columbia
Board of Governors
AGENDA**

Tuesday, September 17, 2013

11:00 a.m. – 4:00 p.m.

UBC Okanagan
3333 University Way
UC200 University Centre

REMARKS

11:00 a.m.-11:30 a.m.

1. Chair
2. President
3. Deputy Vice-Chancellor

1. AUDIT COMMITTEE

11:30 a.m.-11:50 a.m.

Chair: Ms. Alice Laberge **Members:** Board Chair Theresa Arsenault, Dr. Maureen Howe, Mr. Jason McLean, Mr. Douglas Mitchell, Mr. John Montalbano, Chancellor Sarah Morgan-Silvester, President Stephen Toope

Remarks from the Committee Chair

<p>1.1 Quarterly Financial Forecast at June 30, 2013</p> <p>P. Ouillet I. Burgess A. Glynn</p>	<p>Open Information Presentation (10 min) Discussion (5 min)</p>	<p>AT BOARD The forecast was received by the Audit Committee in July 2013 and has been submitted to the Provincial Government. Forecasts are based on the best information available and key assumptions; all efforts have been made to ensure that forecasts are accurate.</p>
<p>1.2 Quarterly Financial Statements at June 30, 2013</p> <p>P. Ouillet I. Burgess S. Mackenzie</p>	<p>Open Information Presentation (10 min) Discussion (5 min)</p>	<p>AT BOARD Circulated in the docket are UBC's Consolidated Financial Statements for the first quarter of 2013-2014 (period ending June 30, 2013), received by the Audit Committee in July 2013.</p> <p>These quarterly financial statements are unaudited and while efforts have been made to present the information in a fair manner, detailed reconciliations and accruals that take place with the audited year-end financial statements are not carried out at the same level for quarterly reporting.</p>

2. FINANCE COMMITTEE

11:50 a.m.-12:00 p.m.

Chair: Mr. John Montalbano **Members:** Board Chair Theresa Arsenault, Ms. Shannon Dunn, Dr. Nassif Ghousseub, Dr. Maureen Howe, Dr. Richard Johnston, Dr. Gerry Karr, Ms. Alice Laberge, Mr. Jason McLean, Chancellor Sarah Morgan-Silvester, Mr. Greg Peet, Mr. Michael Silley, President Stephen Toope, Dr. Michael Treschow, Mr. Curtis Tse

Remarks from the Committee Chair

<p>2.1 UBC Investment Management Trust (IMANT) Quarterly Review</p>	<p>Open Information</p>	<p>Received for information at Committee meeting.</p>
<p>2.2 UBC Staff Pension Plan Quarterly Compliance & Governance Report</p>	<p>Open Information</p>	<p>Received for information at Committee meeting.</p>

Lunch – 12:00 p.m. to 1:00 p.m.

3. LEARNING & RESEARCH COMMITTEE

1:00 p.m.-2:30 p.m.

Chair: Dr. Richard Johnston **Members:** Board Chair Theresa Arsenault, Dr. Nassif Ghousseub, Dr. Maureen Howe, Dr. Gerry Karr, Mr. John Montalbano, Chancellor Sarah Morgan-Silvester, Mr. Matt Parson, Mr. Greg Peet, Professor Stephen Toope, Dr. Michael Treschow, Mr. Curtis Tse

Remarks from the Committee Chair

<p>3.1 Deferred</p>		
<p>3.2 Place and Promise: UBC's Okanagan Campus Barber School of Arts & Sciences</p> <p>D. Buszard C. Mathieson</p>	<p>Open Information Presentation* (10 min) Discussion (15 min) *each presenter</p>	<p>AT BOARD Cannabis: The Aspirin of the 21st Century Dr. Z. Walsh will discuss his recent work examining the use of cannabis for therapeutic purposes. Zach Walsh, PhD, is an Assistant Professor of Psychology, Director of the Centre for the Advancement of Psychological Science and Law, and a registered clinical psychologist. He completed his graduate work at the Chicago Medical School, where he worked with jail inmates to study violence and psychopathic personality and his postdoctoral work at Brown University where he studied the influences of personality and alcohol use on domestic violence.</p>

		<p>From Alphabet to Dialect Dr. C. Schreyer and Ms. R. Giffen will examine language revitalization. Christine Schreyer is an assistant professor of Anthropology, where she teaches courses in linguistic anthropology. Her research focuses on language revitalization in Canada and, more recently, in Papua New Guinea. She also researches speakers of created languages, such as Na'vi from the movie Avatar, and was also the creator of the Kryptonian language in the recent Hollywood movie Man of Steel. Robyn Giffen is currently pursuing her Master of Arts degree under Dr. Schreyer's supervision. Her research is focused on documenting the language of Nabit, spoken in the Upper East Region of Ghana, and helping the community to create a writing system for the language.</p>								
3.3	<p>Proposed Policy #81 Use of Learning Materials in UBC Credit Courses</p> <p>D. Farrar D. Buzsard H. Lai</p>	<p>Open Information Presentation (10 min) Discussion (15 min)</p> <p>AT BOARD UBC instructors have a well-established tradition of collaborating on the development of learning materials and sharing them with colleagues in and across Departments and Faculties. The proposed Policy is intended to confirm and clarify expectations in relation to the use and development of materials for UBC credit courses and to encourage and facilitate collaboration and the open sharing of learning materials.</p> <p>The proposed policy supports the ability of UBC instructors to build upon and use learning materials in the delivery of UBC credit courses which, in turn, facilitates increased investments in the development and sharing of those learning materials, improving their quality and availability.</p>								
3.4	Deferred									
<p>5. PROPERTY & PLANNING COMMITTEE 2:30 p.m.-2:45 p.m.</p> <p>Chair: Mr. Robert Fung Members: Board Chair Theresa Arsenaault, Ms. Shannon Dunn, Ms. Anne-Marie Fenger, Dr. Nassif Ghossoub, Dr. Richard Johnston, Ms. Alice LaBerge, Mr. Jason McLean, Mr. Douglas Mitchell, Chancellor Sarah Morgan-Silvester, Mr. Matt Parson, Mr. Michael Silley, President Stephen Toope, Dr. Michael Treschow, Mr. Curtis Tse</p>										
<p>Remarks from the Committee Chair</p>										
5.1	<p>Alumni Centre</p> <p>B. Miles P. Ouillet J. Metras L. Colby A. Poettcker J. Todd</p>	<p>Open Approval (5 min)</p> <p>DECISION REQUESTED THE PROPERTY & PLANNING COMMITTEE HEREBY RECOMMENDS that the Board of Governors approve:</p> <p>a. BOARD 3 approval for the Alumni Centre project to commence construction;</p> <p>b. Revised business terms for the project agreements, to reflect change from a ground lease to a building lease;</p> <p>c. Authorization for the University Administration to obtain Ministerial approval pursuant to S 50(2) of the University Act to grant a lease of building to the UBC Alumni Association;</p> <p>d. Internal bridge financing up to \$9.0 million for 7 years at 5.0% annual interest.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Revised Capital Budget</td> <td style="text-align: right;">\$19,515,000</td> </tr> <tr> <td>Operating Budget</td> <td style="text-align: right;">\$320,947</td> </tr> <tr> <td>Award of Construction Contracts</td> <td></td> </tr> <tr> <td>Funding Release</td> <td style="text-align: right;">\$18,015,000</td> </tr> </table> <p>Information: Funding released to date: \$1,500,000 Expenses to date: \$1,398,169</p>	Revised Capital Budget	\$19,515,000	Operating Budget	\$320,947	Award of Construction Contracts		Funding Release	\$18,015,000
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5.2	Deferred									
5.3	<p>Student Union Building (Vancouver)</p> <p>L. Cowin P. Ouillet J. Teasdale A. Parr J. Metras P. Smailes</p>	<p>Approval (5 min)</p> <p>DECISION REQUESTED THE PROPERTY & PLANNING COMMITTEE HEREBY RECOMMENDS that Board of Governors approve the following post-BOARD 3 scope and budget adjustments:</p> <p>a. An increase of \$3.5 million in the new Student Union Building (SUB) project budget to allow inclusion of</p>								

		<p><i>additional scope items reflecting changing AMS priorities and to replenish project contingency funds.</i></p> <p>b. An increase of \$2 million in internal financing to up to \$93 million for the SUB project (total project cost plus construction period financing charges less AMS student levy revenue anticipated to be collected prior to the end of construction). The AMS loans will be up to \$68 million with an annual debt service of \$4.53 million sourced from the AMS student levy. The UBC loan will be \$25 million (as approved at Board 3) with an annual debt service of \$1.67 million sourced from the UBC operating budget.</p> <p>c. A reduction of 5 years in the repayment period for the loans to a maximum period of 35 years, down from 40 years at Board 3, at a 5.75% annual interest rate.</p> <p>Revised Capital Budget \$106,760,000 Operating Budget \$2,137,000 Award of Construction Contracts Funding Release \$3,500,000</p> <p>The \$3.5m budget increase only translates into a \$2 million financing increase and the quicker loan repayments are driven by higher-than-expected student enrolment numbers. Financing spreadsheets are available upon request.</p> <p>Information: Funding released to date: \$103,260,000 Expenses to date: \$40,552,880</p>
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5.4 Neighbourhood District Energy System (NDES) - Due Diligence (Vancouver)	Open Information	Received for information at Committee meeting.
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6. PEOPLE, COMMUNITY & INTERNATIONAL COMMITTEE **2:45 p.m.-3:30 p.m.**
Chair: Mr. Greg Peet Members: Board Chair Theresa Arsenault, Ms. Anne-Marie Fenger, Dr. Nassif Ghossoub, Dr. Gerry Karr, Ms. Alice Laberge, Chancellor Sarah Morgan-Silvester, Mr. Matt Parson, President Stephen Toope, Dr. Michael Treschow, Mr. Curtis Tse

Remarks from the Committee Chair

6.1 UBC Development & Alumni Engagement Campaign	Open Information	AT BOARD
<ul style="list-style-type: none"> Okanagan Campus Focus <p>D. Buszard B. Miles A. Nolan</p>	Presentation (15 min) Discussion (15 min)	Circulated: UBC’s Okanagan Campus Vision and Campaign Priority Projects UBC’s <i>start an evolution</i> campaign is system wide, encompassing \$100M for Okanagan Campus initiatives. With a refreshed vision, the Okanagan Campus will share examples of campaign priority projects that reflect this.
6.2 Deferred		
6.3 Deferred		

7. GOVERNANCE COMMITTEE **CONSENT/INFORMATION ITEMS ONLY**
Chair: Mr. Jason McLean Members: Board Chair Theresa Arsenault, Ms. Shannon Dunn, Dr. Nassif Ghossoub, Dr. Gerry Karr, Mr. John Montalbano, Chancellor Sarah Morgan-Silvester, Mr. Matt Parson, Mr. Michael Silley, President Stephen Toope, Mr. Curtis Tse

Consent Items and Items received for Information

NOTE: Time will be allocated for discussion of specific **Consent Approval** and **Information** items upon request from a Governor.

1. Audit Committee

1.4 [CONSENT APPROVAL Proposed Signing Resolution – Emergencies & Disasters](#)

Approval is requested for a proposed signing resolution granting authority to undertake actions that are necessary to respond to an emergency or disaster and recovery actions that are required after the critical emergency response in order to restore University operations, as set out in the circulated signing resolution.

See also Amendments to Procedures of Policy #8 and Policy #19 below.

1.5 [CONSENT APPROVAL Policy #19 – Acting President](#)

Approval of revisions to Policy #19, adding the Vice-President Human Resources (in addition to the Deputy Vice-Chancellor and the University's other Vice-Presidents) as an individual designated to assume the responsibilities of the President in the event that the President is absent or unable to act, or if there is a vacancy in that office.

1.6 [Policy #8 – Disaster Management](#)

The Procedures under Policy #8 were revised to bring the Procedures into closer alignment with Policy #19 (Acting President) and the proposed new emergency signing resolution that, if approved by the Board of Governors, will grant signing authority to certain individuals (including the President) in the event of an emergency.

Revisions to Procedures were effective immediately upon approval by the President on August 16, 2013.

2. Finance Committee

2.4 [CONSENT APPROVAL REQUEST Tuition Waiver For Children In Care](#)

Approval to waive tuition for youth (Wards of the Province) who age out of government care when they turn 19 and who are eligible to attend UBC (eligibility as defined in Policy #72).

2.5 [CONSENT APPROVAL Endowment Variation – Name Change](#)

Approval requested (as per the lead donor to the Fund, Mr. Alexander Laird, and the Faculty of Applied Science) to change the name of the Mining Engineering Alumni Student Development Endowment Fund to the "Blue Evans Student Support Endowment Fund".

2.6 [Annual Debt Report](#)

This annual report summarizes key borrowing initiatives and other relevant information pertaining to debt & debt issuance. The guidelines also establish an upper limit for the University's aggregate borrowing. The 2013 Annual Debt Report provides an update on the University's long-term debt balances and key debt ratios at March 31, 2013, together with projections for upcoming years.

2.7 [Staff Pension Plan – Plan Summary and Audited Financial Statements 2012](#)

Financial Statements of the UBC Staff Pension Plan for the year ending December 31, 2012 received an unqualified audit opinion from Deloitte LLP received an unqualified audit opinion from Deloitte & Touche LLP.

2.8 [Faculty Pension Plan - Plan Summary and Audited Financial Statements 2012](#)

Financial Statements for the year ending December 31, 2012 received an unqualified audit opinion from Deloitte LLP, received an unqualified audit opinion from Deloitte and Touche LLP.

2.9 [Endowment Status Report](#)

A summary of the status of endowment funds (Vancouver) as at June 30, 2013 is 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).

2.10 [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 presented to the Board of Governors for information only. Under UBC Policy #113 (Endowment Management Policy), the Board of Governors has delegated authority to the President to approve, upon the recommendation of the University Counsel, the establishment of new endowment funds.

3. Learning & Research Committee

3.7 [CONSENT APPROVAL REQUEST Council of Senates Recommendation re: Affiliation Agreement](#)

The Board of Governors is asked to concur with the recommendation from the Council of Senates to approve the terms of affiliation between UBC and the Law Faculties of Chulalongkorn University (Thailand), Kyushu University (Japan), the University of Victoria (Canada) and the University of Washington (US), to assist in the delivery of the Master of Laws (LLM, Business Law) at Chulalongkorn University, confirmed by the Council of Senates by email approval on Tuesday, June 18, 2013.

5. Property & Planning Committee

5.6 Board 4 Reports

The following Board 4 Reports were received for information at this meeting:

- a. [Child Care Expansion Phase 1 \(Vancouver\)](#)
- b. [School of Population & Public Health \(Vancouver\)](#)

5.7 [BC Integrated Research Library](#)

BOARD 3 Approval for the BC Integrated Research Library project, including commencement of construction, subject to construction tenders being received at or below budget, based on 80% of tenders. **Resolution circulated electronically and approved by the Board of Governors on August 2, 2013.**

5.8 [CONSENT APPROVAL REQUEST Development Permit Board \(DPB\) – Appointment](#)

Approval for the appointment of the appointment of Ms. Erin Rennie to the Development Permit Board to fill the position of student representative, for a one-year term ending September 2014.

6. People, Community & International Committee

6.6 [CONSENT APPROVAL REQUEST Naming of Campus Facilities](#)

“Old Auditorium” for the Auditorium at 6344 Memorial Road, as recommended by the Naming Committee.

6.7 [Naming of Campus Facilities](#)

On the recommendation of the Naming Committee, the Board of Governors approved the following names for residential components of the Ponderosa Commons complex:

- a. "Spruce House" for the tower at 2118 West Mall
- b. "Maple House" for the podium at 6488 University Boulevard
- c. "Arbutus House" for the tower at 6488 University Boulevard

Resolution circulated electronically and approved by the Board of Governors on August 27, 2013.

6.8 Notable Distinctions

- a. [The full listing of Notable Distinctions in the Research, Teaching and Service categories](#) is circulated, including profiles of the following scholars:
 - Dr. Jonathan Holzman, Associate Professor, School of Engineering, Faculty of Applied Science (Okanagan)
 - Dr. Sonnet L'Abbé, Sessional Instructor, Creative Writing, Faculty of Creative and Critical Studies (Okanagan)
 - Dr. Wisdom Tettey, Dean, Faculty of Creative and Critical Studies, Professor, Cultural Studies (Okanagan)

6.9 [Alumni Affairs Activity Report](#) A summary of Alumni Affairs activity is circulated.

7. Governance Committee

7.1 [CONSENT APPROVAL Amendments to Procedures](#)

Approval of amendments to the following policies is requested, effective September 17, 2013:

- a. **Policy #21 – Appointment of Deans and Principals**
- b. **Policy #23 – Extension of Appointments for Deans and Principals**
- c. **Policy #43 – Extension of Appointments for Registrar and Librarians**

Employment termination standards previously contained in Policy #21, Policy #23, and Policy #43 are inconsistent with the provincial *Public Sector Employers Act*. The proposed amendments to the Policies bring the employment termination standards contained in the Policies into compliance with the *Act*. In conjunction with the disestablishment of the College for Interdisciplinary Studies effective October 1, 2013, the proposed amendments to Policy #21 and Policy #23 repeal provisions pertaining to the Principal of the College for Interdisciplinary Studies.

7.2 [Amendments to Procedures](#)

- a. **Policy #17 – Appointment of Registrar and Librarian**
- b. **Policy #18 – Appointment of Designated Senior Academic Administrators**
- c. **Policy #24 – Extension of Appointments for Designated Senior Academic Administrators**

Pursuant to Policy #1 (Administration of Policies), Procedures may be amended by the President provided that the new Procedures conform to the approved Policy and they are reported at the next meeting of the Board of Governors. This report is being provided to the Board of Governors in compliance with Policy #1.

The amendments to the Procedures associated with Policy #18 and Policy #24 were initiated in response to the reconfiguration of the research portfolio at UBC's Okanagan campus which necessitated the addition of Vice-Principal (Research and Innovation) as a "Designated Senior Academic Administrator". At the same time, the titles of other Designated Senior Academic Administrators contained in the Procedures were reviewed and updated to reflect current titles. In addition, the Procedures associated with all three Policies were amended to bring the employment termination standards provisions into compliance with the provincial *Public Sector Employers Act*.

7.3 [Amendments to Procedures](#)

a. **Policy #3 – Discrimination and Harassment**

The President amended the Procedures to Policy #3 (Discrimination and Harassment). Pursuant to Policy #1 (Administration of Policies), Procedures may be amended by the President provided the new Procedures conform to the approved Policy. Under Policy #1, such amendments are required to be reported at the next meeting of the Board of Governors. This report is provided to the Board of Governors in compliance with Policy #1.

7.4 [Appointment – UBC Foundation Board](#)

Approval of the re-appointment of Mr. Michael Bentley as a member of the UBC Foundation Board for a second three-year term, effective May 1, 2013 to May 1, 2016

Resolution circulated electronically and approved by the Board of Governors on August 27, 2013.

7.5 [CONSENT APPROVAL Membership of the Standing Committees](#)

Approval of membership of the Standing Committees as circulated.