

THE UNIVERSITY OF BRITISH COLUMBIA

A regularly scheduled meeting of the Board of Governors was held on Thursday, January 20, 1994, at 10:00 a.m. in the Board and Senate Room of the Old Administration Building.

Present:

- Ms. Barbara Crompton, Chair
- Mr. Robert H. Lee, Chancellor
- Dr. David W. Strangway, President
- Ms. Shirley Chan
- Dr. William R. Cullen
- Mr. Michael K. Y. Hughes
- Dr. Roslyn Kunin
- Mr. Orvin C. W. Lau
- Dr. Tong Louie
- Ms. Lois Moen
- Mr. Michael Partridge
- Mr. Dennis J. Pavlich

A message of regret for absence was received from Mr. Thomas R. Berger,

Q.C.

In Attendance:

- Mrs. Nina Robinson, Secretary to the Board
- Dr. Daniel R. Birch, Vice President, Academic & Provost
- Mr. A. Bruce Gellatly, Vice President, Administration & Finance
- Dr. K. D. Srivastava, Vice President, Student & Academic Services
- Dr. A. J. McClean, Assoc. Vice President Academic
- Dr. John Grace, Dean, Graduate Studies
- Mrs. Catherine Vertesi, Asst. Dean, Commerce & Business Administration
- Dr. Bernard H. Bressler, Head, Anatomy
- Ms. Libby Nason, Vice Provost
- Mr. Tim Miner, Director, Campus Planning & Development
- Campus Planning & Development Staff:
 - Mr. David Grigg
 - Ms. Kathleen Beaumont
 - Ms. Kathleen Laird-Burns
- Mr. Steve Crombie, Manager, Media Relations
- Dr. C. Slonecker, Director, Ceremonies & Community Relations
- Mr. Mark Betteridge, President, UBC Real Estate Corporation
- Mr. Bob Johnston, Trendsitions
- Members of the public gallery

OPEN SESSION

PRESENTATION

The day commenced with a presentation by Dr. Patricia Marchak, Dean, Faculty of Arts, on the Creative and Performing Arts. The presentation was held from 9:00 a.m. to 10:00 a.m. in the Recital Hall of the Music Building. Departments represented were Creative Writing, Fine Arts, Music and Theatre & Film.

REMARKS

Chair

Board Appointments

Ms. Crompton noted that the Lieutenant Governor-in-Council had not acted to fill the two vacancies on the Board.

Board Orientation Session

It was agreed that a five to six hour orientation session would be held for new members after the two vacancies on the Board are filled. All members of the Board will be invited to attend.

Year at a Glance

Chairs Tours

Ms. Crompton advised that informal lunches followed by tours of all the faculties would be arranged throughout the year and that all members of the Board were invited to attend.

V.P. Lunches

Ms. Crompton said that she, and the Vice Chairs would be meeting with the five vice presidents over lunch in the near future.

Meeting with the Minister

The Board Chair had arranged to meet with the Minister the following week. She was also optimistic that the Minister would be available to meet with the Board over breakfast at 7:30 a.m. on March 17, 1994.

President

Honorary Degrees

President David W. Strangway advised that the following persons would be granted honorary degrees at Spring Congregation 1994.

Bowering, George
Catley-Carlson, Margaret
Chung, Dr. Wallace
Ejiri, Koichiro
Forgacs, Otto
Kilmury, Diana
Kirkness, Verna
McLean, David
Mussallen, Helen

Proudfoot, Patricia
Robinson, J. Lewis
Rule, Jane
Saywell, William
Sen, Shoshisu
Smith, Michael
Thomas, Audrey
Turner, John

Organization Charts

At the request of the Board Chair, President David W. Strangway had arranged for the distribution of the University's organization charts. He commented briefly on the various reporting relationships.

FLAGGED ITEMS

Dr. John Grace, Dean, Faculty of Graduate Studies and Mrs. Catherine Vertesi, Assistant Dean, Faculty of Commerce and Business Administration were in attendance during discussion of the Liu Centre and St. John's College.

The Liu Centre for International Studies

A report dated January 7, 1994, from Campus Planning and Development, a presentation folder for The Liu Centre for International Studies, The Liu Centre Residences and St. John's College (UBC) and a Project Brief dated January 3, 1994, prepared by Resource Planning Group Inc. had been circulated in connection with this item. It was noted that the planned site for the Centre is at the S.W. corner of West Mall and University Boulevard. The President advised that an architect had been appointed for this project.

It was the recommendation of the Property Committee that both the Liu Centre for International Studies and St. John's College be referred to the various stakeholders and Senate for discussion. It was noted that the Liu Centre would be presented to the Board for approval at the March meeting of the Board and that St. John's College would be forwarded for approval in late spring.

St. John's College

A report from Dr. Daniel R. Birch with respect to St. John's College (which included an academic focus statement prepared by the Dean of Graduate Studies) had been circulated and was received for information.

The Board was advised that St. John's University operated in Shanghai from 1879-1947 with the last graduates completing their programs about 1950. It was affiliated with the Episcopal Church and its graduates in professional fields, such as medicine, were licensed through the State of Pennsylvania. St. John's alumni, who now occupy influential positions throughout the world, have expressed a commitment to support the establishment at UBC of a "St. John's College" to sustain the memory of St. John's University and promote international linkages. A major gift received at the end of 1993 virtually assures the success of this project.

Capital Project Synopsis

A first draft of the capital project synopsis, or "checklist" requested by the Board had been circulated for information. It was agreed that Ms. Shirley Chan as Chair of the Property Committee would liaise with the University Administration with respect to the development of this synopsis, and that it would be presented to the March 1994 meeting for approval.

Capital Improvement Fee for Graduate Student Society

IT WAS RESOLVED,

That the capital improvement fee of \$5.00 per graduate student per year be continued for a further two years, i.e. 1994-1996.

CARRIED.

Operating Budget 1994-95--Principles and Process

The "Operating Budget 1994-95--Principles and Process" document which had been revised on January 17, 1994, had been circulated and was received for information.

A discussion took place with respect to Item F on page two of the document. The Board suggested that the students and their needs should be enunciated in the document, and that a statement be made that when setting fee structures we should also consider the programs for assistance that are in place. It was agreed that the

University Administration would take the suggestion into consideration and incorporate it appropriately in the document.

Library Lighting

Mr. A. Bruce Gellatly gave a progress report on the Library area lighting project. He indicated that a committee chaired by Dr. Ruth Patrick, University Librarian, had met on December 8, 1993, and had recommended a proposal for "Enhanced Safety in the Main Library." He advised that this proposal would be implemented. Mr. Gellatly stated that a contract had been awarded to Mott Electric Ltd. for a pilot lighting project along Agricultural Road from the Student Union Building to Place Vanier Residence with an anticipated completion by February 28, 1994. Assessment of the impact of the new lighting on safety concerns in this area will be made after the contract is completed. It was noted that a progress report on this matter would be made to the Board in the spring of 1995.

PROPERTY

Major Projects Status Report

The Major Projects Status Report dated January 7, 1994, had been circulated and was received for information.

Creative Arts and Journalism--Functional Plan

The following documentation had been circulated.

- (1) Report dated January 7, 1994, from Campus Planning & Development
- (2) Facility Program dated December 1993 prepared by Tielker Sim Harrison Weller Architects

Ms. Shirley Chan noted that this phase of the project involved the expenditure of approximately \$80,000 from project funds.

President David W. Strangway indicated that he had made a report to the January 19, 1994, meeting of Senate regarding the academic component of the program.

IT WAS RESOLVED,

That the School of Journalism Facility Program prepared by Tielker Sim Harrison Weller Architects be and is hereby approved as the basis for further planning and detailed design of the project.

CARRIED.

Earth Sciences Building--Functional Plan

The following documentation had been circulated.

- Development
- (1) Report dated January 7, 1994, from Campus Planning &
 - (2) Functional Program prepared by RPG Resource Planning Group Inc.

Ms. Shirley Chan noted that this phase of the project involved the provision of approximately \$80,000 for Phase I design to be funded from general capital.

IT WAS RESOLVED,

That the Earth Sciences Centre Facility Program--Summary Report Phases I and II prepared by Resource Planning Group Inc. be and is hereby approved as the basis for further planning and detailed design of the project.

CARRIED.

Biotechnology--Phase 2--Scope Document

The following documentation had been circulated.

- Development
- (1) Report dated January 7, 1994, from Campus Planning &
 - (2) Project Brief dated January 4, 1994, prepared by Resource Planning Group Inc.

Ms. Shirley Chan noted that this phase of the project involved the expenditure of approximately \$130,000 to be funded from general capital for planning and design.

IT WAS RESOLVED,

That the Biotechnology Building Phase II Project Brief be and is hereby approved as a basis for further planning and detailed design of the project.

CARRIED.

Standing Report on Building and Campaign Events

The Standing Report on Building and Campaign Events which outlined current projects as of December 17, 1993, had been circulated and was received for information.

Facilities Inventory Report

The Facilities Inventory Report , an "Analysis of Space Inventory and Space Calculation 1992-93" had been circulated and was received for information.

A discussion took place on the quality and distribution of space on campus. Dr. Cullen made reference to the importance of laboratory space as well as teaching space.

Ms. Crompton indicated that the question of teaching space both in existing and new buildings would be reviewed in future. She suggested that a discussion take place at the next meeting of the Board on this item.

FINANCE

Undergraduate Society Fee Levies

IT WAS RESOLVED,

That the Student Fee for the Education Students Association be increased from \$2 to \$10 for the session commencing September 1994.

That the Student Fee for the Engineering Undergraduate Society be increased from \$27 to \$37 for two academic years effective the session commencing September 1994; and further that the special additional levy in the amount of \$2 be extended for the academic year 1995-96. *nk*

That the Student Fee for the Medical Undergraduate Society be increased as follows:

**from \$28 to \$38 for first and second year students; and
from \$38 to \$48 for third and fourth year students**

This increase will take effect for the session commencing September 1994

CARRIED.

***Secretary's Note:** The documentation presented to the Board indicated that the Engineering Undergraduate Society fee should be increased from \$28 to \$38. Following the Board meeting it was found that the recommendation should have read that the fee be increased from \$27 to \$37. The resolution has been amended accordingly.

Records Management Policy

The proposed policy on Records Management had been circulated. The policy is as follows:

"All records created or received by University officers or employees in the course of their duties on behalf of the University, are the property of the University and subject to its overall control. Employees leaving UBC or changing positions within UBC are to leave all records for their successors. The University will provide guidelines for the retention of records based on legal, operational, financial, administrative and other considerations through the development of classification systems and schedules, including the destruction or transfer of records to the University Archives after the retention periods have expired."

IT WAS RESOLVED,

That the policy on Records Management be and is hereby approved; and the Board notes the President's procedures for implementation and administration.

CARRIED.

Estates of Walter H. Gage and Elsie M. Harvey

IT WAS RESOLVED,

That the Board hereby exercises the discretion given to it under the wills of Walter H. Gage and Elsie M. Harvey by directing that the income from the bequests to the University in these wills be used in support of the Education Abroad program for undergraduates.

CARRIED.

Financial Statements

Cedar Lodge--Fiscal year ended March 31, 1994

UBC Thunderbird Golf Society--Fiscal year ended December 31, 1992

TRIUMF--Fiscal year ended March 31, 1993

The above-referenced financial statements had been circulated and were received for information.

OCCUPATIONAL HEALTH, SAFETY AND ENVIRONMENT

Environmental Protection Compliance--Policy

The proposed policy on Environmental Protection Compliance had been circulated. The policy is as follows:

"That UBC will act responsibly and demonstrate accountable management of the property and affairs of UBC in protecting the environment. All individuals in the University community share the responsibility for protecting the environment. Administrative heads of unit are responsible for ensuring compliance with legislation and UBC procedures both on and off campus."

IT WAS RESOLVED,

That the Policy on Environmental Protection Compliance is hereby approved; and that the Board notes the President's procedures for implementation and administration.

CARRIED.

University Safety--Revision to Policy #7

An initial draft revision to Policy #7 "University Safety" had been circulated and was received for information. It was noted that this policy would be submitted to the March 1994 meeting of the Board for approval.

UBC Personal Security Program

A report dated January 7, 1994, on the Personal Security Program had been circulated and was received for information. Two documents were attached to the report which are drafts of proposed steps to advance the development of an ongoing plan to deal with personal security issues.

Provided for information were:

1. A draft Terms of Reference for a Personal Security Committee
2. A draft proposal for a UBC Personal Security Program in a memorandum dated January 4, 1994, from John Smithman, Director of Parking and Security Services, to Bruce Gellatly.

ACADEMIC AND STUDENT AFFAIRS

Reports and Recommendations from Senate

As agreed at the Standing Committee meeting, Dr. Daniel R. Birch agreed to provide summaries on items of note coming forward from Senate in future.

IT WAS RESOLVED,

That, as recommended by Senate, the new awards be approved. (Approved as required under the University Act, Section 36 (i) and 37).

CARRIED.

IT WAS RESOLVED,

That the following recommendations from Senate be approved, subject, where applicable, to the proviso that none of the programs be implemented without formal reference to the President; and that the Deans and Heads concerned with new programs be asked to indicate the space requirements, if any, of such new programs.

CARRIED.

IT WAS RESOLVED,

That, as recommended by Senate, curriculum proposals from the Faculties of Arts, Commerce and Business Administration, Education, Forestry, Medicine, and the Schools of Human Kinetics and Rehabilitation Sciences be approved. (Approved as required under the University Act, Section 36 (f) (i)(o) and 37).

CARRIED.

Endowment Deeds

Dr. A. J. McClean, in a memorandum dated January 7, 1994, recommended that the Board approve, rescind or vary the following Endowment Deeds as indicated.

1. Approve: Asa Johal Graduate Fellowship in Asian Studies
 Endowment Deed
 Rescind: Asa Johal Graduate Fellowship in Forestry Endowment
 Deed
2. Rescind: The Patricia F. Rodgers Chair in Applied Ethics
 Endowment Deed
 Approve: Chair in Business and Professional Ethics Endowment
 Deed
3. Vary: Chair in Women and the Law: name change to Chair
 in Feminist Legal Studies

IT WAS RESOLVED,

That, as recommended by Dr. A. J. McClean, the Board hereby approves, rescinds or varies the World of Opportunity Endowment Deeds contained in his memorandum dated January 7, 1994.

CARRIED.

Dr. A. J. McClean, in a memorandum dated January 7, 1994, recommended that the Board approve the following World of Opportunity Campaign Endowment Deeds.

1. Centre for Applied Ethics Endowment Deed
2. Dallas (Department of French) Endowment Deed

IT WAS RESOLVED,

That, as recommended by Dr. A. J. McClean, the Board hereby approves the World of Opportunity Endowment Deeds contained in his memorandum dated January 7, 1994.

CARRIED.

Revision to Policy #37: Research Grants as part payment during Study Leave

The proposed revision to Policy #37 had been circulated. The policy is as follows:

"UBC permits applicants for study leave to designate part of their study leave salary as a research grant in order to take advantage of Revenue Canada-approved tax savings."

IT WAS RESOLVED,

That the Board hereby approves the revised policy on research grants as part payment during study leave; and notes the President's procedures for administration.

CARRIED.

Eligibility to Hold Office in a Student Society--Policy #65--Deletion

IT WAS RESOLVED,

That the Board hereby approves the deletion of Policy #65, Eligibility to Hold Office in a Student Society, from the Policy Handbook.

CARRIED.

UBC'S Response to the Report of the Committee on Governance in Colleges and Institutes

UBC's Response to the Report of the committee on Governance in Colleges and Institutes had been circulated and was received for information. It was prepared by a subcommittee of the Senate Committee on Academic Policy and has been endorsed by the larger Committee, President David W. Strangway and Dr. Daniel R. Birch.

Standing Report on Endowments--Academic
Standing Report on Endowments--Scholarship

The above-referenced standing reports had been circulated and were received for information.

Enrollment Plan for 1994-95

A report dated January 7, 1994, from Dr. Daniel R. Birch with respect to the enrollment plan for 1994-95 had been circulated and was received for information. He noted that Senate will be considering 1994-95 admission quotas at its meeting on February 16, 1994, and that these will be before the Board at its meeting of March 17, 1994.

AUDIT

Internal Audit Policy

A proposed revision to Policy #111--Internal Audit had been circulated. It was anticipated that the Board will be requested to approve the revisions at its meeting in March 1994.

CORRESPONDENCE

- Letter dated November 17, 1993, to Ms. Colleen Burke re UBC Public Consultation
- Letter dated November 2, 1993, from University Presidents' Council of British Columbia re Section 54 of the University Act
- Correspondence to Dr. Arthur Hara, Board Chair from President, AMS et al re sexual harassment and assault
- Letter of appreciation to the Chancellor from Ms. Gina Cockayne
- Parking, Sanitary Pipeline, Public Process

The above-referenced correspondence had been circulated and was received for information.

Reference was made to the correspondence with respect to the installation of a new sewer installed on N.W. Marine Drive. A chronology of events had been prepared by Mr. David Grigg, Manager of Engineering Services, Campus Planning &

Development. Mr. David Grigg spoke briefly to the matter. It was agreed that Ms. Shirley Chan would receive a copy of the geological report. A discussion took place on the need to keep the public informed about projects the University is undertaking.

OTHER BUSINESS

Health Sciences Week 1994

IT WAS RESOLVED,

That the Board of Governors hereby approves designating the week of October 9-15 1994 as UBC Health Sciences Week.

CARRIED.

Standing Report to Board on Policy Development

The Standing Report to the Board on Policy Development dated December 20, 1993, had been circulated and was received for information.

UBC Public Consultation Process--Progress Report

An update dated January 18, 1994, on the consultation and development of a public process for future campus developments had been circulated and was received for information.

Dr. Strangway reported that Mr. Spaxman had been retained as a consultant on this matter. Dr. Strangway hoped to receive a preliminary report from Mr. Spaxman by the end of March or the middle of April. Dr. Strangway indicated that he would give the Board a progress report at the March meeting.

Mr. Michael Hughes expressed the hope that all the stakeholders would feel that they had been consulted. In response to a question from Mr. Hughes, Dr. Slonecker indicated that Mr. Spaxman had been retained on a monthly basis.

Communications Strategy--Discussion

An overview and update dated January 18, 1994, on UBC's internal and external communication activities had been circulated and was received for information. The report also outlined the procedures for a formal review and future communications planning and development.

Dr. Strangway undertook to continue to update the Board on the development of this process.

In response to a question from Ms. Chan, Mr. Crombie indicated that it was proposed to run a focus group to find out what communications people do read on campus.

Contracts and Agreements signed under Resolution #7

A record dated December 1993 of contracts and agreements processed under signing resolution #7 had been circulated and was received for information.

Dinner in Honour of Out-going Board Members

The Board Chair noted that a dinner in honour of out-going Board members would be held immediately following the Board meeting.