

THE UNIVERSITY OF BRITISH COLUMBIA

A regularly scheduled meeting of the Board of Governors was held on Thursday, May 18, 1995, at 9:00 a.m. in the Board and Senate Room, Old Administration Building.

Present:

Ms. Barbara Crompton, Chair  
Mr. Robert H. Lee, Chancellor  
Dr. David W. Strangway, President  
Mr. Thomas R. Berger  
Ms. Heather Hermant  
Mr. Michael K. Y. Hughes  
Mr. Harold C. Kalke  
Dr. Roslyn Kunin  
Ms. Lois Moen  
Mr. Michael Partridge  
Mr. Dennis J. Pavlich  
Ms. Marion J. J. York

A message of regret for absence was received from Ms. Shirley Chan, Dr. William R. Cullen and Dr. Tong Louie.

In Attendance:

Mrs. Nina Robinson, Secretary to the Board  
Dr. Daniel R. Birch, Vice President, Academic & Provost  
Dr. Maria Klawe, Vice President, Student & Academic Services  
Dr. Robert C. Miller, Jr., Vice President, Research  
Mr. Ron Dumouchelle, Acting Vice President, External Affairs  
Dr. William D. Palm, Director, University-Industry Liaison  
Dr. Martha Salcudean, Associate Vice President, Research  
Mr. Frank Eastham, Associate Vice President, Human Resources  
Ms. Libby Nason, Vice Provost  
Dr. C. Slonecker, Director, Ceremonies & Community Relations  
Mr. Steve Crombie, Manager, Media Relations  
Ms. Paula Martin, Media Relations  
Mr. Gary Barnes, Comptroller  
Dr. John Chase, Director, Budget & Planning  
Ms. Janice Boyle, President, AMS  
Mr. Steve Wilson, President, GSA  
Mr. Tim Miner, Director, Campus Planning & Development  
Ms. Kathleen Beaumont, CP & D  
Dr. Catherine Vertesi, Director, International Programs  
Members of the Public Gallery

GENERAL PRESENTATION

Dr. Robert C. Miller, Vice President Research and representatives from the University Industry Liaison Office (UILO) and UBC Research Enterprises (Dr. William D. Palm and Dr. Martha Salcudean) gave a comprehensive overview of their area.

Ms. Barbara Crompton expressed appreciation on behalf of the Board for the presentation. She indicated that after coming back from two conferences (the NAUBCS Conference in Halifax and the AGB Conference in Seattle) she was overwhelmed by the numbers of individuals who talk about UBC's research and how UBC has re-positioned itself to be so evident in the Canadian and Global context for its research.

## FLAGGED ITEMS

### Continuous Improvement

A status report on the ongoing activities to improve service in the support units through continuous improvement, re-engineering business processes, total quality management, and other similar methodologies to provide more efficient and effective service was received for information. Attached to the report were the following.

1. Status Report of the Appointment Project being managed by the Process Improvement and Development Working Committee
2. Status Report for the Procurement Project being managed by the Process Improvement and Development Working Committee
3. Proposed new Operating Budget and Position Management System
4. Current Financial Systems Initiatives
5. Continuous Improvement Human Resources
6. Department of Plant Operations
7. Parking and Security
8. Purchasing
9. External Affairs
10. The University Library
11. Office of the Registrar and Director of Student Services

Dr. John Chase, Director, Budget & Planning and Mr. Gary Barnes, Comptroller, presented the report.

### Enrolment Planning

An enrolment plan for 1995-96 prepared by Dr. Daniel R. Birch, Vice President Academic & Provost, had been circulated and was received for information.

Dr. Birch noted that, in 1994-95 undergraduate enrolment fell short of projections by 772 full time equivalent students resulting in a shortfall in tuition revenue shortfall slightly over \$1.5 million or about half of one per cent of UBC's operating budget. Steps were taken immediately to reduce expenditures on a one-time basis, to ascertain the reasons for the shortfall in enrolment and to ensure that all appropriate factors were taken into account in planning.

Two factors account for most of the shortfall:

a reduction in the take-up rate for offers of admission (from 57% to 50%) and this year those responsible for admissions are being bolder about making early unconditional offers rather than placing applicants in a "hold" position which increases the likelihood of their accepting offers from other universities

a greater than usual reduction in the average credit load taken by senior students in Arts, the faculty with highest enrolment, and the faculty is increasing its intake of transfer students this year to compensate for students taking fewer credits each

The following were attached to the enrolment plan:

Tables and figures

Appendix 1--Enrolment Plan by Faculty and Program

Appendix 2--New Programs

Appendix 3--President's correspondence re funding enrolment at the graduate level as well as the undergraduate

#### PLANNING & PROPERTY

Advanced Wood Products Processing Centre (AWPPC)--  
Approval of design as basis for working drawings and  
tendering

A report dated May 5, 1995, with respect to the Advanced Wood Products Processing Centre (AWPPC) had been circulated. The following were attached to the report.

Project Synopsis

Chronology for AWPPC

Chronology for FSC

NEI Press Release dated October 9, 1994

BC Government Press Release dated March 30, 1995

Program Brief, dated April 1995

Design Report, dated May 1995

It was noted that the Faculty of Forestry has been successful in obtaining approval from the Province of British Columbia to proceed with providing a new National Centre for Excellence in Advanced Wood Products Processing at UBC.

IT WAS RESOLVED,

That the Program Brief dated April 1995, prepared by Process Four Design and the Design Report dated May 1995, prepared by Dalla-Lana/Griffin Architects, be approved as the basis for working drawings and tendering.

CARRIED.

Report on Construction, Demolition and Major Upgrades to Buildings Over the past Decade to 1997

The report dated May 16, 1995, contained the following exhibits.

New space that operates (or will) without subsidy from the university or province

Space that is being transferred to operate without university or provincial subsidy subject to final negotiation

New buildings that require university and provincial operating and maintenance

Buildings demolished or to be demolished

Major building upgrades (i.e. those over \$1 million)

New campus building of affiliated organizations since 1985

Ministry of Health--Buildings assumed operating and maintenance

The report was received for information.

## Cyclical Maintenance Budget

Mr. A Bruce Gellatly indicated that this is the third year that the Province has provided cyclical maintenance funds. The Capital Facilities Branch of our Ministry regards the need to protect the investment in the existing plant as its highest priority.

IT WAS RESOLVED,

That the 1995-96 cyclical maintenance budget totalling \$6,089,000 be approved.

CARRIED.

## Cogeneration Plans

A report dated May 3, 1995, with respect to "Cogeneration Plans" had been circulated and was received for information. The report dealt with the potential of building a co-generation plant to replace the aging steam boilers and to generate electricity for UBC.

## Major Projects Status Report

The major projects status report dated May 2, 1995, had been circulated and was received for information.

## Standing Report on Campaign and Building Events

An update on building progress and planning schedules for events related to ground breaking, dedications, cornerstone activities, completion dates and openings had been circulated and was received for information.

## FINANCE

### Non-Core Budgets

#### Academic Equipment Fund Grant

IT WAS RESOLVED,

That the Board notes the Academic Equipment Fund grant of \$3,421,488 for 1995/96 received as a designated element within the general purpose operating grant, and that the Board hereby authorises its expenditure for the stated purpose.

CARRIED.

#### Partnership Grant for University College Programs

IT WAS RESOLVED,

That the Board hereby approves allocation of the \$400,000 government grant for UBC's partnerships with Okanagan University College and University College of the Cariboo in the following manner:

Arts	148,000
Science	148,000
Education	87,000

Central	17,000
TOTAL	400,000

CARRIED.

Teacher Education Expansion Grant

IT WAS RESOLVED,

That the Board notes the Teacher Education Expansion Grant of \$1,212,669 for 1995/96 and hereby approves its allocation to the Faculty of Education.

CARRIED.

Student Aid Fund--Final Report 1994-95

The 1994-95 Student Aid Fund Expenditure Report prepared by the Awards and Financial Aid Office, had been circulated and was received for information.

Graduate Student Society Financial Statements 1994

The Graduate Student Society's annual financial statements for the twelve months ended December 31, 1994, were received for information.

Earthquake Insurance

The submission dated May 3, 1995, provided the Board with an overview of recent changes to the insurance applicable to earthquake damage at the University.

Donations report to March 31, 1995

The donations report dated May 8, 1995, for the quarter ended March 31, 1995, as well as the five year summary for the same period, had been circulated and was received for information.

ACADEMIC & STUDENT AFFAIRS

Report from Senate

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 the new awards listed be approved as required under the University Act Sections 36 (I) and 37.

CARRIED.

IT WAS RESOLVED,

That, as recommended by Senate, the Board hereby establishes 1995-96 admission and enrolment quotas for the various faculties and schools as approved by Senate.

CARRIED.

IT WAS RESOLVED,

That the Board of Governors concurs with the recommendation of Senate in approving curriculum proposals from the Faculties of Applied Science, Arts, Education, Graduate Studies, Law, and Science.

CARRIED.

IT WAS RESOLVED,

That the Board of Governors concurs with the recommendation of Senate in approving the development of Education Abroad Programs as listed.

CARRIED.

#### Endowment Deeds

The following endowment deeds had been circulated in a memorandum dated May 3, 1995, from Dr. A. J. McClean.

#### Faculty of Applied Science

1. Joe Dellasavia Memorial Prize in Engineering Endowment Deed
2. Ken Strauss Memorial Scholarship in Civil Engineering Endowment Deed

#### Faculty of Arts

1. Alan Gayfer Memorial Bursary Endowment Deed
2. Chien's Cultural Foundation Bursary Endowment Deed
3. Carol Coates Literary Prize Endowment Deed
4. Joan Flynn Memorial Bursary in Social Work Endowment Deed
5. Geography Alumni Alliance Scholarships Endowment Deed
6. August Larson Memorial Prize in South Asian Studies Endowment Deed
7. Museum of Anthropology First Nations Endowment Deed
8. Ruth Parnum King Memorial Fund Endowment Deed

#### Faculty of Commerce and Business Administration

1. Asia Pacific Innovations Endowment Deed
2. British Columbia Bond Dealers Association Bursary Endowment Deed
3. Commerce Career Centre Endowment Fund Endowment Deed
4. Lesley Wilkins International Study Fund Endowment Deed
5. Lesley Wilkins Service Excellence Fund Endowment Deed

#### Faculty of Education

1. Canadian Yugoslav Community Association Bursary Endowment Deed
2. Marilyn Hunnings Memorial Scholarship in Education Endowment Deed
3. Faculty of Graduate Studies
4. Mairi Grant Campbell Fellowship in English Literature Endowment Deed

Faculty of Law

1. Leonard St. M. Dumoulin Q.C. Memorial Bursary in Law Endowment Deed
2. Faculty of Medicine
3. Tommy Dispecker Memorial Prize in Medicine Endowment Deed
4. Cynthia J. Horner Memorial Prize Endowment Deed
5. Chung Nin Lam Memorial Bursary in Medicine Endowment Deed
6. Chung Nin Lam Memorial Prize in Paediatrics Endowment Deed

Faculty of Science

1. Roy Jure Memorial Bursary Endowment Deed
2. Craig Adams Sandercock Memorial Scholarship Endowment Deed
3. Dr. Christopher Westerman Memorial Scholarship Endowment Deed

Other

1. Faculty Women's Club Violet Eagles Bursary Endowment Deed

IT WAS RESOLVED,

That the Board hereby approves the Endowment Deeds contained in the memorandum dated May 3, 1995, from Dr. A. J. McClean.

CARRIED.

Amended Endowment Deed--Real Estate Foundation Junior Professorships in Urban Land Economics

IT WAS RESOLVED,

That the Board hereby approves the amended Endowment Deed for the Real Estate Foundation Junior Professorships in Urban Land Economics.

CARRIED.

Saudi Arabian Medical Education Program Endowment

IT WAS RESOLVED,

That the Board approves the proposal to reduce the endowment capital of the Saudi Arabian Medical Education Program endowment by \$136,667 and transfer the funds to the Rheumatology Research Endowment Fund.

CARRIED.

Preliminary policy on research grants for periods other than study leave

A proposed policy that would set out the terms and conditions under which scholars at UBC may receive a research grant in lieu of salary during periods other than study leave had been circulated and was received for information.

Killam Research Prizes

The Board was advised that the following faculty members have been awarded 1994 UBC Killam Research Prizes.

Professor Pitman Potter  
Faculty of Law

Professor Larry Green  
Department of Health Care and  
Epidemiology

Professor Derek Gregory  
Department of Geography

Professor Veronica Strong-Boag  
Department of Educational Studies

Professor Alexander Woodside  
Department of History

Professor James Enns  
Department of Psychology

Professor William Cullen  
Department of Chemistry

Professsor Donald Fleming  
Department of Chemistry

Professor John McNeill  
Faculty of Pharmaceutical Sciences

Professor Robert Molday  
Department of Biochemistry

#### OCCUPATIONAL HEALTH, SAFETY AND ENVIRONMENT

##### Personal Safety

Ms. Lois Moen reported that Ms. Meg Gaily, Personal Security Coordinator had given a report on the University's personal safety program at the committee meeting on May 11, 1995.

The following reports had been circulated and were received for information:

1. Environmental Programs Report
2. Radiation Safety Program Annual Report 1994
3. Environmental Guidelines

#### CORRESPONDENCE

The following correspondence had been circulated and was received for information.

March 30, 1995  
Minister of Human Resources Development



regarding reform of Canada's social security programs

April 5, 1995  
Bamfield Marine Station re visit on  
Monday, June 26, 1995

April 17, 1995  
Mrs. Irene Rodway, Classroom and general  
building upgrading and landscaping  
improvements

#### OTHER BUSINESS

The Hamber Foundation--Appointment of representative

IT WAS RESOLVED,

That Vice President and Provost Daniel R. Birch be appointed as UBC's additional nominee to the Hamber Foundation Board, as requested by their Chair, Kenneth M. Bagshaw (and UBC's current nominee) in his letter of April 4, 1995; it being noted that the term will run from appointment date until the Hamber Foundation's next Annual Meeting in February 1996 and thereafter for a period of two years.

CARRIED.

#### Policies

Standing Report on Policy Development

The report dated May 1, 1995, that dealt with the progress of various policy development project underway was received for information.

The 1995-96 Policy Handbook (includes list of Policy Development Since 1990)

The 1995-96 edition of the tabloid Policy Handbook, incorporating policies approved as of the March 1995 Board meeting had been included in the Board docket. Also provided was a list of policies approved by the Board of Governors since 1990. Record of contracts and agreements executed under Resolution #7

A record of contracts and agreements processed under signing Resolution #7 was received for information.  
Open House--Presentation from Dr. C. Slonecker

Dr. C. E. Slonecker, Director, University Relations and Chair, Open House 1995 gave a presentation with respect to Open House 1995 which will be held on October 13, 14 and 15.

The following information pieces were provided.

1. Introduction to Open House 1995
2. An Open House announcement that has been circulated to all UBC Students; all incoming students enrolling in September 1995; and included in the spring congregation mailings--35,000

contacts in all

3. A current list of projects that have been proposed by the Faculty Representatives  
Honorary Degree Schedule at Spring Congregation

A schedule of the Honorary Degree Events that will be held during the Spring Congregation Ceremonies was received for information.

Letter to Deans, Heads and Directors on Selection Process for a new Vice-President, Administration and Finance

The following material was provided to the Board for information in connection with the selection of a new Vice President, Administration and Finance.

1. Memorandum dated April 28, 1995 to Deans, Heads and Directors (this included a current description of responsibilities and organizational chart)
2. Memorandum dated May 4, 1995, to Deans, Heads and Directors containing the composition of the search committee

Comparative Salary Market Rates--Ancillaries

A report on compensation for ancillary employees was provided for the Board's information.