

Item: Board of Governors Minutes, May 2001

Call Number: UA-1 29.11

Additional Notes:

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**Proposed Agenda**  
**Board of Governors Meeting**  
**Thursday, May 17, 2001, 4:00 - 6:00 p.m.**

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1. Approval of Proposed Agenda
2. Approval of Minutes from the April 17, 2001 Board of Governors Meeting
3. Report of the Chair
4. Report of the President
5. Reports by Standing Committee Chairs

**Items for Decision**

- |    |   |           |
|----|---|-----------|
| 6. | Report of the ad hoc Committee on Process and Structure | L. Clarke |
| 7. | Report of the Nominating Committee                      | Cowan     |

**Item for Information**

- |    |   |        |
|----|---|--------|
| 8. | Proposed collaboration with the Department of Education | Scully |
| 9. | Action Plan, Facilities Renewal Report (Attachment)     | Traves |

**In camera**

- |     |               |        |
|-----|---------------|--------|
| 10. | Staff Matters | Traves |
|-----|---------------|--------|

**Proposed Motions arising from the REPORT OF THE AD HOC COMMITTEE OF THE BOARD OF GOVERNORS ON PROCESS AND STRUCTURE:**

1. Be It Resolved That the Board of Governors approve the creation of a new committee to be known as the Steering Committee with the following composition and terms of reference:

**Composition:**

Not less than five Members of the Board, including the Chair of the Board, the Vice-Chair(s) of the Board, the Honorary Secretary, the Honorary Treasurer and the President. Additional Members can be added from time to time as needed.

**Terms of Reference:**

- (a) To set the agenda for future Board meetings and coordinate the ongoing business of the Board;
- (b) To advise the University's senior administrative officers on issues of concern.

2. Be It Resolved That the Board of Governors approve the creation of a new committee to be known as the Academic Affairs Committee with the following composition and terms of reference:

**Composition:**

Not less than six Members of the Board, including the Chair of Senate, one elected faculty Member of the Board and one student Member of the Board, the Chair of the Board, the President. The Vice- President Academic and Provost, the Vice President Student Services and the Vice-President Research shall be non-voting members of the committee.

**Terms of Reference:**

- (a) To review and approve on behalf of the Board proposals approved by the Senate for the creation of new degree programs or the modification or termination of existing programs, and to report such decisions to the Board;
- (b) To approve university research policies as recommended by Senate or other appropriate bodies and to report such decisions to the Board;
- (c) To review and approve all Staff Reports dealing with academic appointments, promotion and tenure decisions, as well as sabbaticals, leaves of absence and other employment related matters;
- (d) To consider matters bearing on the quality and reputation of the University's academic programs and research activities as recommended by the Vice-President Academic and Provost or the Vice-President Research.

3. Be It Resolved That the composition and terms of reference of the Operations Committee be revised as follows:

**Composition:**

add the words "Vice-President External as a non-voting participant" at the end of the Composition section.

**Terms of Reference:**

add the following section (d) immediately after section (c):

**"(d) To consider plans for external fund raising activities, monitor results from fund raising activities, and recommend policies governing such matters to the Board as required."**

4. **Be It Resolved That the Board determines that the Standing Committees of the Board for the time being shall be the Academic Affairs, Operations, Staff Relations, Student Relations and Residence Committees until otherwise determined by the Board in accordance with by-law 7.1.1(b).**
  
5. **Pursuant to by-law 18.1.1, notice is hereby given of the following motions to revise the by-laws of the Board of Governors at the next meeting of the Board:**
  - (a) **"Be It Resolved That the Board of Governors revise by-law 7.1.1(b) by deleting the current words and substituting the following therefor:**

**"Standing Committees, being those Committees determined as Standing Committees by the Board from time to time, and which may include in their membership one or more persons who are not Board Members, subject to the proviso that the Chairperson and the majority of members of a Standing Committee must be Members of the Board unless otherwise determined by the Board;"**
  
  - (b) **"Be It Resolved That the Board of Governors revise by-law 7.1.1(c) by deleting the current words and substituting the following therefor:**

**"Special Committees, being those Committees appointed by the Board or Executive Committee for specific duties, and which may include in their membership one or more persons who are not Board Members, subject to the proviso that the Chairperson of the Committee must be a Member of the Board. Unless otherwise determined by the Board, all Committees of the Board which are not Standing Committees of the Board as determined by the Board pursuant to by-law 7.1.1(b) shall be considered to be Special Committees."**
  
  - (c) **"Be It Resolved That the Board of Governors revise by-law 7.2.1 by deleting the current words and substituting the following therefor:**

**"The Executive Committee of the Board shall consist of not more than twelve Members of the Board, including the Chair of the Board, the Vice-chair(s), the Honorary Treasurer, the Honorary Secretary, the President, the President of the Dalhousie Student Union and the Chairs of the following Board committees: Academic Affairs, Operations, Staff Relations, Student Relations and Residence. Additional Members can be added by the Board from time to time as needed."**
  
  - (d) **Be It Resolved That the Board of Governors revise by-law 7.2.3 by deleting the current words and substituting the following therefor:**

**"Regular meetings of the Executive Committee normally shall be held at such times as may be determined by the Steering Committee."**



**Board of Governors Meeting  
Dalhousie University  
May 17, 2001**

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Present were:

Mr. James Cowan  
Chair  
Mr. Gerald Clarke  
Hon. Lorne Clarke  
Mr. David Craig  
Mr. Ben Isserlin  
Dr. Daurene Lewis  
Ms. Cathy MacNutt  
Mr. Don Mills

Dr. David Precious  
Mr. Robert Radchuck  
Mr. John Risley  
Dr. Alasdair Sinclair  
Dr. Colin Stuttard  
Mr. Bruce Towler  
Dr. Tom Traves  
President

Also, present were: Dr. Sam Scully (Vice-President Academic & Provost), Mr. Eric McKee (Vice-President Student Services), Dr. Carl Breckenridge (Vice-President Research); Mr. Brian Crocker (University Secretary & Legal Counsel); Ms. Ann Janega (Director, Public Relations); Dr. Andrew Wainwright (D.F.A. Representative); Mr. Peter Murchland (Manager, External Communications, Public Relations), and Ms. Sharlene Drake (Secretary).

Regrets from: Ms. Elizabeth Beale, Mr. Wes Campbell, Mr. Murray Coolican, Ms. Karen Cramm, Mr. Rob Dexter, Mr. John Flemming, Mr. Chuck Freeman, Ms. Patricia Harris, Dr. Lucy Canary, Mr. Colin Latham, Ms. Ann Petley-Jones, Dr. Alasdair Sinclair, Mr. Peter Stuart, and Mr. Shawn Tracey.

**1. Approval of proposed agenda**

The agenda was approved with the addition of the DSU Health Insurance Fee under items requiring decision.

**2. Approval of minutes of April 17, 2001 Board of Governors meeting**

The minutes were approved with the following changes: Dr. Stuttard requested that the following be added to Agenda Item 5 - "However, Dr. Stuttard noted that the statutory meeting of six members of the Board and six members of the Senate, which should have been held in October, 2000, still had not occurred. Moreover, on both occasions, April 6 and 16, when the meeting had been scheduled, there had been too few Board Members present to meet with the six Senators. Dr. Stuttard hoped that the required meeting could be held before his term of office as Chair of Senate ended on June 30, 2001. Mr. Cowan assured Dr. Stuttard that the meeting was important to the Board and every effort would be made to arrange a successful meeting in the near future."

Item #13 - the first item was a notice of motion and was therefore not voted on. The second was voted on and accepted.

Dr. Stuttard asked that more details of discussion be included in the minutes.

**3. Report of the Chair**

Mr. Cowan welcomed Mr. Ben Isserlin to the Board meeting, and, in their absence, Mr. Freeman and Mr. Tracey as the new representatives of the Dalhousie Student Union, and Dr. Andrew Wainwright, President of the Dalhousie Faculty Association.

**4. Report of the President**

Dr. Traves reported on enrolments trends which are up from last year and capital improvement projects at the University including the South Street Apartment and Day Care Centre and the Howe Hall extension, both of which will provide much needed accommodations for students in the coming years.

**5. Standing Committee Reports**

There were no reports.

**6. Report of the Ad Hoc Committee on Process and Structure**

Following a report from Hon. Lorne Clarke, he the moved and Mr. Gerald Clarke seconded a motion THAT, based on the recommendation of the Ad Hoc Committee on Process and Structure, the Board of Governors adopt the report and its recommendations. The motion carried.

As a result of the Report of Ad Hoc Committee on Process and Structure being adopted, the following motions were brought forward:

Dr. Traves moved and Mr. L. Clarke seconded a motion THAT the Board of Governors approve the creation of a new committee known as the Steering Committee with the following composition and terms of reference:

Composition

Not less than five Members of the Board, including the Chair of the Board, the Vice-Chair(s) of the Board, the Honorary Secretary, the Honorary Treasurer, and the President. Additional Members can be added from time to time as needed.

Terms of Reference

(A) To set the agenda for future Board meetings and coordinate the ongoing business of the Board; and

(B) To advise the University's senior administrative officers on issues of concern.

The motion carried.

Dr. Traves moved and Mr. Mills seconded a motion THAT the Board of Governors approve the creation of a new committee known as the Academic Affairs Committee with the following composition and terms of reference:

Composition

Not less than six Members of the Board, including the Chair of Senate, one elected faculty Member of the Board, one student Member of the Board, the Chair of the Board, and the President. The Vice-President Academic and Provost and the Vice-President Research shall be non-voting members of the committee.

Terms of Reference

- (a) To review and approve, on behalf of the Board, proposals approved by the Senate for the creation of new degree programs or the modification or termination of existing programs, and to report such decisions to the Board;
- (b) To approve university research policies as recommended by Senate or other appropriate bodies and to report such decisions to the Board;
- (c) To review and approve all Staff Reports dealing with academic appointments, promotion and tenure decisions, as well as sabbaticals, leaves of absence, and other employment related matters;
- (d) To consider matters bearing on the quality and reputation of the University's academic programs and research activities as recommended by the Vice-President Academic and Provost or the Vice-President Research. The motion carried.

Dr. Traves moved and Mr. L. Clarke seconded a motion THAT the composition and terms of reference of the Operations Committee be revised as follows:

Composition

add the words "Vice-President External as a non-voting participant" at the end of the Composition section. The motion carried.

Terms of Reference

add the following section (d) immediately after section (c):

- \*(d) To consider plans for external fund raising activities, monitor results from fund raising activities, and recommend policies governing such matters to the Board as required. The motion carried.

Dr. Traves moved and Mr. L. Clarke seconded a motion THAT the Board determines that the Standing Committees of the Board for the time being shall be the Academic Affairs, Operations, Staff Relations, Student Relations and Residence Committees until otherwise determined by the Board in accordance with by-law 7.1.1(b). The motion carried.

Pursuant to by-law 18.1.1, Dr. Traves then provided a notice that the following motions will be brought for consideration by the Board of Governors at the next meeting of the Board:

(A) “Be it resolved THAT the Board of Governors revise by-law 7.1.1(b) by deleting the current words and substituting the following therefor:

“Standing Committees, being those Committees determined as Standing Committees by the Board from time to time, and which may include in their membership one or more persons who are not Board Members, subject to the proviso that the Chair and the majority of members of a Standing Committee must be Members of the Board unless otherwise determined by the Board;”

(B) “Be it resolved THAT the Board of Governors revise by-law 7.1.1(c) by deleting the current words and substituting the following therefor:

“Special Committees, being those Committees appointed by the Board or Executive Committee for specific duties, and which may include in their membership one or more persons who are not Board Members, subject to the proviso that the Chair of the Committee must be a Member of the Board. Unless otherwise determined by the Board, all Committees of the Board which are not Standing Committees of the Board as determined by the Board pursuant to by-law 7.1.1(b) shall be considered to be Special Committees.”

(C) “Be it resolved THAT the Board of Governors revise by-law 7.2.1 by deleting the current words and substituting the following therefor:

“The Executive Committee of the Board shall consist of not more than twelve Members of the Board, including the Chair of the Board, the Vice-Chair(s), the Honorary Treasurer, the Honorary Secretary, the President, the President of the Dalhousie Student Union, and the Chairs of the following Board committees: Academic Affairs, Operations, Staff Relations, Student Relations and Residence. Additional Members can be added by the Board from time to time as needed.”

(D) “Be it resolved THAT the Board of Governors revise by-law 7.2.3 by deleting the current words and substituting the following therefor:

“Regular meetings of the Executive Committee normally shall be held at such times as may be determined by the Steering Committee.”



**7. Report of the Nominating Committee**

In Mr. Shaw's absence, Mr. Cowan introduced the following recommendations from the Nominating Committee. Dr. Lewis moved and Mr. Mills seconded a motion THAT, on the recommendation of the Nominating Committee, the Board of Governors approve the reappointment of Mr. Gerald Clarke, Mr. John Risley, and Dr. Alasdair Sinclair by the Governor in Council for three-year appointments to the Dalhousie University Board of Governors effective July 1, 2001. The motion carried.

Mr. Cowan also provided notice that at a future meeting of the Board, the Nominating Committee would bring forward a recommendation for the appointment of Dr. James Spatz by the Governor in Council for a three-year appointment effective July 1, 2001.

**8. DSU Health Insurance Fee**

Mr. Isserlin moved and Mr. Towler seconded a motion THAT the Board of Governors approve an increase to the Dalhousie Student Union Health Insurance Fee from \$97 to \$111 effective September 2001. The motion carried.

**9. Proposed collaboration with the Department of Education**

Dr. Traves reported that collaboration is being discussed with the Department of Education regarding a Proposed Advanced Standing Program with the Nova Scotia Public School Program and will involve students from Grade XI and XII. This will be a web-based program and Dalhousie could be involved in providing exams for these students.

**10. Action Plan, Facilities Renewal Report**

Dr. Traves introduced that action plan based on recommendations from the report of the Facilities Renewal Strategy Committee. The report contains thirteen recommendations which will be implemented over the coming months. The first annual report will be provided and the end of the fiscal year.

The meeting then moved to an *In Camera* session during which Dr. Jan Kwak was appointed Dean of the Faculty of Graduate Studies effective July 1, 2001, and Professor Phillip Saunders was appointed Acting Dean of the Faculty of Law for a one-year term effective July 1, 2001.

The meeting adjourned.

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Murray Coolican  
Honorary Secretary

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James Cowan  
Chair

The meetings of the Board of Governors are recorded and the tapes are available for review in the office of the Secretary.