

**PUBLIC MEETING OF THE
 BOARD OF GOVERNORS
 FRIDAY, MAY 31, 2013**

Public Minutes of the Thompson Rivers University Board of Governors, held in the CN Boardroom, Kamloops Campus, commencing at 1:15 pm.

Board Present: Fiona Chan (Board Chair), Paul Dagg (Vice-Chair), Alan Shaver (President and Vice-Chancellor), Rob Anderson, Carl Archie, Dave Dickson, Bob Holden, Hoberly Hove, Stacey Jyrkkanen, Mike Parker, Parth Patel, Brian Ross, Peter Tsigaris

Board Absent: Wally Oppal (Chancellor), Ruth Williams

Executive and Others Present:

Larry Prins (Interim Vice President, Administration & Finance), Christopher Seguin (Vice President, Advancement), Uli Scheck (Provost & Vice-President, Academic), John Sparks (General Counsel & Corporate Secretary), Maryanne Bower (Coordinator, University Governance)

Guests: Angelo Iacobucci (Radio NL), Diana Skoglund (Marketing & Communications), Alex McLellan (TRUSU), Dorys Crespin-Mueller (Institutional Planning & Analysis), Paul Manhas (Finance)

HEADING	ITEM / DISCUSSION	ACTION
ADOPTION OF AGENDA	The agenda was amended to move Item 9 to Item 4.	
ADOPTION OF MINUTES	<i>On motion duly made and adopted, it was RESOLVED that the minutes of April 5, 2013 be approved as circulated.</i>	M. Bower
BUSINESS ARISING FROM MINUTES	No business arising from the minutes at this time.	
NEW BUSINESS	<p><u>Letter of Agreement: Industry Training Authority</u></p> <p>L. Langill presented highlights of the Letter of Agreement with the Industry Training Authority.</p> <p><i>On motion duly made and adopted, it was RESOLVED that the 2013/14 Letter of Agreement with the Industry Training Authority be approved as presented.</i></p>	A. Shaver
REPORT FROM THE AUDIT COMMITTEE	<p><u>2012/13 Report from the Interim Vice-President, Administration & Finance</u></p> <p>L. Prins and P. Manhas provided highlights of the 2012/13 Year-End Report.</p>	

HEADING	ITEM / DISCUSSION	ACTION
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Audited Financial Statements for the Year-Ended March 31, 2013

B. Ross reported that the Audit Committee reviewed the Audited Financial Statements, indicating that the Auditors have issued TRU a clean and unqualified audit opinion.

On motion duly made and adopted, it was RESOLVED that the Board of Governors approve the Audited Financial Statements for the year ended March 31, 2013 as presented.

F. Chan

Enrolment Audit for the Year Ended March 31, 2013

B. Ross noted that the Auditors issued TRU a clean report on the Enrolment Audit for 2012/13.

On motion duly made and adopted, it was RESOLVED that the Board of Governors approve the Enrolment Audit Report for the year ended March 31, 2013 as presented.

**REPORT FROM THE
FINANCE
COMMITTEE**

2013/14 Revenue & Expenditure Plan

L. Prins provided highlights of the Budget Planning Process and the 2013/14 Revenue & Expenditure Plan. He explained that domestic enrolments continue to decrease slightly. International enrolments also saw a small decrease this last year, but are expected to increase in 2013/14. He also reported that institutional cost drivers continue to rise with salary and benefits, progression through the ranks, and benefit premiums.

He noted that the fiscal results for 2012/13 show a small surplus.

Upcoming challenges include frozen government grants, declining on-campus domestic enrolments, tuition and mandatory ancillary fees capped at 2%, reduction of deferred maintenance funding, salaries and benefits.

Discussion ensued.

L. Prins also presented an update on capital projects. He reported that the Campus Master plan is progressing, with the next Town Hall meeting scheduled for September 2013. It is anticipated that the Board and Senate will be updated on the Campus Master Plan project in September. The revised Plan is expected to be forwarded to the Board of Governors for approval by December 2012.

He also provided a progress update on the Old Main 3rd & 4th Floor construction.

The Draft 2013/14 Budget was discussed. A surplus of \$4.8M is forecast for year-end.

P. Manhas provided highlights of the 2013/14 Non-Operating fund budgets.

HEADING	ITEM / DISCUSSION	ACTION
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2013/14 Tuition & Other Fees

The Board of Governors served Notice of Motion on the 2013/14 Tuition and Other Fees on April 5, 2013.

Discussion ensued.

On motion duly made and adopted, it was RESOLVED that the 2013/14 Tuition and Other Fees be approved as follows:

- *Increase all tuition fees for all courses and programs, including vocational, that lead to academic credit at Thompson Rivers University (face-to-face and open learning) as per the Ministry of Advanced Education, Innovation and Technology guidelines (estimated at 2.0%)*
- *Increase the following ancillary fees as per the Ministry of Advanced Education, Innovation and Technology guidelines (estimated at 2.0%):*
 - *lab fees*
 - *student computer lab fees (face-to-face)*
 - *technology fees (Open Learning)*
 - *athletics and recreation fees*
 - *capital building fund*
 - *Open Learning course administration fees and other mandatory fees*
- *Increase the following ancillary fees by 1.0%:*
 - *University activity fees*
 - *Comprehensive University Enhancement Fund*

P. Patel opposed

New Program Tuition: Bachelor of Education in Trades & Technology

It was moved and seconded that:

WHEREAS in 2005 this Board approved a new program, the Bachelor of Education in Trades and Technology (the "B Ed TT");

AND WHEREAS the B Ed TT has, to date, not been offered, but the University plans to offer it commencing this year;

AND WHEREAS, as a new degree program, the University is entitled to set the tuition for the B Ed TT;

THEREFORE, IT IS RESOLVED that:

1. *The tuition for domestic students in the Bachelor of Education in Trades and Technology is hereby set at \$390 per credit; and*
2. *The tuition for international students in the Bachelor of Education in Trades and Technology will be determined by this Board at a later date.*

P. Patel opposed

HEADING	ITEM / DISCUSSION	ACTION
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Continuing Fees

It was moved and seconded that:

WHEREAS at Canadian universities it is common practice to charge graduate students continuing fees for semesters in which the graduate student is not paying tuition but has not yet graduated;

AND WHEREAS it is desirable to set continuing fees for the University's graduate programs;

AND WHEREAS continuing fees have previously been set for domestic students in the Master of Science program and the Master of Education program;

THEREFORE, IT IS RESOLVED that:

1. *Continuing fees for international students in the Mater of Science program are hereby set at \$891.65 per semester;*
2. *Continuing fees for international students in the Master of Education program are hereby set at \$4,325 per semester;*
3. *Continuing fees for domestic students in the Master of Business Administration program are hereby set at \$577.65 per semester; and*
4. *Continuing fees for international students in the Master of Business Administration program are hereby set at \$891.65 per semester.*

P. Patel opposed

Approval of the 2013/14 Revenue & Expenditure Plan

On motion duly made, it was RESOLVED to approve the 2013/14 Revenue & Expenditure Plan as presented.

Approval of the 2013/14 Non-Operating Fund Budgets

On motion duly made, it was RESOLVED to approve the 2013/14 Non-Operating Fund Budgets as presented.

**REPORT FROM THE
GOVERNANCE &
HUMAN
RESOURCES
COMMITTEE**

Board of Governors Bylaws

F. Chan explained that the proposed revisions to the Board of Governors Bylaws are housekeeping amendments, the need of which is brought upon us by the adoption of the Board Manual.

The Board served Notice of Motion on the proposed revisions to the Board of Governors Bylaws.

M. Bower

M. Parker and H. Hove left the meeting.

**REPORTS AND
UPDATES**

Campus Master Plan 2013 Update

This item was reported on earlier in the meeting.

HEADING	ITEM / DISCUSSION	ACTION
	<u>Old Main 3rd and 4th Floor Addition</u>	
	This item was reported on earlier in the meeting.	
REPORT FROM SENATE	<p data-bbox="422 357 925 388"><u>Master of Tourism in Experience Studies</u></p> <p data-bbox="422 388 1282 472">A. Shaver presented the new Master of Tourism in Experience Studies to the Board for approval.</p>	
	<p data-bbox="422 493 1258 577"><i>On motion duly made and adopted, it was RESOLVED to approve the Master of Tourism in Experience Studies as presented.</i></p>	F. Chan
PRESIDENT'S REPORT	A. Shaver presented highlights from the written report from the Office of the President.	
OTHER REPORTS	F. Chan reported announced that this is Carl Archie's last Board meeting as he is graduating in June and his term on the Board concludes on August 31, 2013.	
	She also announced that Maryanne Bower has tendered her resignation effective June 28, 2013. She has accepted a position to work with Todd Stone as his Constituency Assistant.	
	Best wishes to Carl and Maryanne in their future endeavours.	
CORRESPONDENCE	No correspondence.	
NEXT BOARD MEETING	Friday, September 20, 2013 in Kamloops	
ADJOURNMENT	The meeting adjourned at 2:30 pm.	

 F. Chan, Board Chair

 A. Shaver, President & Vice-Chancellor