

This report is intended as an informative and unofficial summary of the matters discussed by the board. The formal record of this meeting, which includes the wording and disposition of motions (including abstentions), is contained in the official minutes, which will be approved at the next regular meeting of the board.

**REPORT OF A MEETING OF THE
UNIVERSITY OF SASKATCHEWAN BOARD OF GOVERNORS
BOARD ROOM, COLLEGE BUILDING
8:30 am, Friday, December 14, 2012**

Board members present: Nancy Hopkins (chair), Jared Brown, Ilene Busch-Vishniac, Linda Ferguson, Susan Milburn, Vera Pezer, and Greg Smith, Garry Standing.

Regrets: Grit McCreath.

Resource officers: Karen Chad, Barb Daigle, Brett Fairbairn, Greg Fowler, Laura Kennedy, Heather Magotiaux, Colin Tennent and Lea Pennock (secretary).

Guests: Lee Ahenakew; Minister Don Morgan (for item 3); M. Phillipson (for item 4); and Mary Buhr, Lee Whittington, and Carol Martel (for item 8.1).

Further information about the composition of the Board of Governors and its committees, as well as the bylaws and annual work plan of the board, are available at http://www.usask.ca/university_secretary/board/

Agenda Item	Subject	Comments/Decisions
1	Minutes of October 17, 2012	The minutes were approved.
2	Business arising from the minutes	No business was identified.
3.	Meeting with Minister Don Morgan	The board met with Don Morgan, Minister of Advanced Education at 8:45 am.
4.	Risk Presentation	The board received an update from Martin Phillipson on the risks associated with the College of Medicine.
5.	<i>In camera</i> items	The board met briefly <i>in camera</i> .
6.	Report of the President	The president's written report is appended.
7.	Standing Committees	
7.1	Human Resources Committee	<i>The committee met on December 13. Members in attendance: Nancy Hopkins (Acting chair), Ilene Busch-Vishniac, Jared Brown. Others in attendance: Linda Ferguson, Susan Milburn, Vera Pezer, Greg Smith and Garry Standing.</i>
7.1.1	Minutes of October 16, 2012	The minutes were received for information.
7.1.2	Changes to Exempt Total Compensation and Rewards and the Exempt Staff Handbook	The board approved the changes to the exempt employee's total compensation and rewards and the <i>Exempt Staff Handbook</i> , effective March 1, 2013.

7.1.3	Safety, Environment, Health and Wellness Update	A verbal report was received for information.
7.1.4	Bargaining and Labour Relations Update	A verbal report was received for information.
7.1.5	Senior Administrative Appointments	A list of senior administrative appointments was received for information.
7.1.6	Senior Academic Appointments	A list of senior academic appointments was received for information.
7.2	Governance and Executive Committee	<i>The committee met on December 13. Members in attendance were Vera Pezer (chair), Ilene Busch-Vishniac, Nancy Hopkins, Susan Milburn and Greg Smith. Also in attendance: Jared Brown, Linda Ferguson and Garry Standing.</i>
7.2.1	Minutes of October 16 and November 22, 2012	The minutes, with corrections noted, were received for information.
7.2.2	Board Work Plan for 2012/2013 and Revisions to Board Bylaws	The board approved the annual work plan for 2012/13 and changes to the board bylaws.
7.2.3	Revisions to Terms of Reference for the President's Advisory Committee on Naming University Assets	The board approved the revisions to the terms of reference for this committee.
7.2.4	Appointment of Board members to the Search Committee for the Vice-president Finance and Resources	Greg Smith and Linda Ferguson were appointed to the Search Committee for the Vice-president Finance and Resources.
7.2.5	Mid-year report of the President	This item was addressed in the <i>in camera</i> portion of the board meeting.
7.2.6	Draft Protocol Agreement re Board appointments	This item was received for information.
7.2.6(a)	Recommendations to Government for Board appointments	To fulfill the University's obligations under the protocol on board appointments to identify potential board members who meet the board's requirements in the context of the board's skills matrix, it was agreed to communicate to the Minister approval of two individuals for appointment to the board.
7.2.7	Annual Reporting of Subsidiaries	An annual report on subsidiaries to provide an overview of performance and highlight any significant issues or risks was received for information.
7.2.8	Results of Board self-evaluation	The results of the board self-evaluation were received for information. The board also approved a new peer evaluation process for board members.
7.2.9	Policy on Management of University Records	The board approved <i>the Policy on Management of University Records</i> and the consequential amendment to the policy on <i>Freedom of Information and Protection of Privacy</i> .
7.2.10	Electronic board materials	This item was received for information.

7.2.11	Template for Decision Items	This item was received for information.
7.3	Land and Facilities Committee	<i>The committee met on December 13, 2012. Members in attendance: Linda Ferguson (Chair), Jared Brown, Vera Pezer and Garry Standing. Also in attendance: Nancy Hopkins, Susan Milburn and Greg Smith.</i>
7.3.1	Minutes of October 16, 2012	The minutes were received for information.
7.3.2	U of S Health Sciences Project – Final Components	Approval to proceed to tender for the U of S Health Sciences Project Final Components, including A and B Wing renovations was approved subject to a funding plan that is mutually acceptable to both the board and the provincial government.
7.3.3	RenewUS Phase 1 – Critical Infrastructure Projects – replace Boiler #2, Central Heating Plant	Final approval for the replacement of Boiler #2 in the Central Heating Plant was approved.
7.3.4	RenewUS Phase 1 – Critical Infrastructure Projects – replace T1 and T2 Transformers	Final approval for the replacement of the T1 and T2 transformers at the Preston Substation was approved by the board.
7.3.5	Enterprise Asset Management Project – FMD	Approval to proceed with the further development of the proposal for the Enterprise Asset Management system within Facilities management Division was granted.
7.3.6	Transfer of POS Land Lease to Innovation Place and Renewal of Lease	Approval to transfer the existing land lease with POS Pilot Plant Corporation to Saskatchewan Opportunities Corporation and to provide a renewal of the lease for an additional twenty-one years was granted.
7.3.7	Development of Preston Crossing Phase 5	Approval was granted to proceed with an application to the City of Saskatoon to obtain retail zoning at Preston Crossing and to enter into ground lease negotiations.
7.3.8	University Library Transformation – Phase 3	An update of the plans involving the University Library Transformation Project, Phase 3 was received for information.
7.3.9	Beef Cattle Research and Teaching Unit Project	A submission to articulate the current status of developments surrounding the Beef Cattle Research and Teaching Unit project was received for information.
7.3.10	InterVac Project Update	An update on various components of the InterVac project since the October 17 th meeting was received for information.
7.3.11	Endowment Lands and College Quarter	A progress update on development of Endowment Lands designated in Vision 2057, as well as on the College Quarter was received for information.
7.3.12	Preston Crossing Phase 4	A progress update on development of Preston Crossing Phase 4 was received for information.
7.3.13	U of S Research Management System	An update on the proposed purchase and implementation of a university-wide enterprise system that will support research administration, management, reporting, and compliance activities for the U of S was received for information.

7.3.14	Closing report on Wireless Project	A final report on the Campus wireless Network project was received for information.
7.3.15	Major Capital Projects – Portfolio and Strategy for Funding Gaps	A consolidated report of the major capital project portfolio focusing on the key strategies to address current capital funding gaps was received for information.
7.3.16	Major Capital Projects Status Report	The board received for information an overview of the current status of capital projects.
7.3.17	Major Capital Projects Operating Costs Status Report	An overview of the current status of the operating funding for capital projects was received for information.
7.3.18	Update on Delegated Administrative Approvals	The board delegated certain administrative approvals related to capital projects, programs and the campus physical plant. This report provides the board with an overview of these approvals since the last report.
7.4	Finance and Investment Committee	<i>The committee met on October 16. Members in attendance: Greg Smith (chair), Jared Brown, Susan Milburn and Garry Standing. Others in attendance: Linda Ferguson, Ilene Busch-Vishniac, and Vera Pezer.</i>
7.4.1	Minutes of October 16, 2012	The minutes were received for information.
7.4.2	1999 Academic Defined Benefit Pension Plan Statement of Investment Policies and Procedures	The board approved the Statement of Investment Policies and Procedures as of December 2012 for the U of S 1999 Academic Pension Plan.
7.4.3	Non-Academic Pension Plan SIPP and Investment Manager Changes	The board approved the Statement of Investment Policies and Procedures as of December 2012 for the U of S and Federated Colleges Non-Academic Pension Plan.
7.4.4	Retirees Pension Plan Statement of Investment Policies and Procedures	The board approved the Statement of Investment Policies and Procedures as of November, 2012 for the Pension Plan for Academic Employees of the U of S, 1974 (Retirees Plan).
7.4.5	Contingency Recovery – Transition Funds	Recovery of a portion of college/unit contingency funds was approved by the board.
7.4.6	Spending Policy	The board approved, effective May 1, 2013, an amendment to the Spending Policy which will reduce the annual spending allocation from endowment income to 4.0 per cent from the current 4.25 per cent, and which will eliminate the current administration fee of .25 per cent on investment assets.
7.4.7	Revision and Expansion of the Distinguished Chairs Program	The board approved revisions and expanded terms of reference for the Distinguished Chairs component of the U of S Chairs program, whereby the name of the award be changed to “Distinguished Professorship.”
7.4.8	Louis Horlick Chair in the Department of Medicine	To recognize the contributions of Dr. L. Horlick, a founding member of the Department of Medicine, an honorary chair entitled the Louis Horlick Chair in the Department of Medicine was approved by the board.
7.4.9	SaskPower Chair in Power Systems Engineering	The board approved the establishment of a SaskPower Chair in Power Systems Engineering.

7.4.10	Dissolution of the Saskatchewan Drug Research Institute	The board approved the dissolution of the Saskatchewan Drug Research Institute effective December 14, 2012
7.4.11	Retirees Pension Plan Committee Membership	Appointments to the Retirees Pension Committee effective January 1, 2013 were approved by the board.
7.4.12	Gift/Purchase of Courtney Milne Archive	The board approved the acquisition of the Courtney Milne Archives, through a combination of gift and purchase.
7.4.13	Operating Budget Adjustments Update No. 3 2012/13	The board was provided with an update on the Operating Budget Adjustments project governance, management and supporting strategies; and on the major projects underway or under active consideration.
7.4.14	Capital Borrowing Summary	The loan terms for the Health Sciences capital borrowing and an updated schedule of current and projected levels of authorized internal and external loans and capital deficits was received for information.
7.4.15	Interim Financial Reports	A quarterly report on the of the consolidated financial results to October 31, 2012 and a forecast to year-end of projected Operating Fund results compared to budget was received for information.
7.4.16	Copyright Update	An update was received for information on steps taken since the June 26, 2012 decision to maintain copyright compliance in-house as opposed to with an Access Copyright agreement.
7.4.17	Travel and Expense System	The board approved implementation of a comprehensive travel management system through Concur Technologies Inc., including an online booking tool, expenses management tool and provided approval to enter into an agreement with Uniglobe for travel management services.
7.4.18	Pension and Long-term Disability Update	An update of governance and administrative activities since the report of June 2012 was received for information.
7.4.19	Quarterly Investment Report	A regular report on investment income was received for information.
7.4.20	Quarterly Compliance Report to September 30, 2012	A report on investment manager compliance with investment policies was received for information.
7.4.21	Canada Excellence Research Chair in Water Security	A financial update regarding the Canada Excellence research Chair in Water Security at the U of S was received for information.
7.4.22	Canadian Light Source Progress Report	A six-month progress report regarding the CLS was received for information.
7.4.23	University Advancement Development Activity to October 31, 2012	A progress report of philanthropic revenue received to date and significant donations since the previous board report plus a report summarizing activity for the year was received for information.
7.4.24	Residence and Meal Plan Rates for 2013/14	An update on the approval by the Provost's Committee on Integrated Planning to the Residence and Meal Plan Rate Proposal for 2013/14 was received for information.

7.5	Audit Committee	<i>The committee met on December 13. Members present: Susan Milburn (chair), Linda Ferguson, and Greg Smith. Also in attendance: Jared Brown, Ilene Busch-Vishniac, Vera Pezer, and Garry Standing.</i>
7.5.1	Minutes of October 16, 2012	The minutes of the October 16, 2012 were received for information.
7.5.2	Internal Control Project Update and Audit Issues Remediation	An update on the status of the Internal Control Project since the June board meeting, and a report of activities undertaken and planned in order to address the issues identified as an outcome of the 2011/12 annual audit was received for information.
7.5.3	Enterprise Risk Management Report	A report and presentation regarding the U of S Enterprise Risk Management initiative, and a comprehensive update of the University of Saskatchewan Enterprise Risk Assessment or 'risk register' and Top 10 Key Enterprise-level Risks list was received for information.
7.5.4	Insurance Program Report	A report outlining the University insurance and self-insurance program with a summary of premiums, deductibles, coverage limits and retained or 'self-insured' risk categories was received for information.
7.5.5	Accounting Standards/ Accounting Issues	The board received for information an update on accounting standard changes effective for 2012/13.
7.5.6	Provincial Auditor's Planning Memorandum 2012/13	This report was received for information. The Audit Committee met with the Provincial Auditor representatives to discuss the audit plan for the university's fiscal year-end audit.
7.5.7	Outstanding Audit Services Recommendations	An update on the status of outstanding Audit Services recommendations as part of the semi-annual reporting of this item in accordance with the board work plan was received for information.
7.5.8	Report on External Audit Activity	A summary of external audit activity to ensure awareness of audit investigations and any issues arising from the external audits was received for information.
7.5.9	Final Audit Services Reports	A final executive summary audit report which ensures that completed internal audit reports are provided in a timely manner and in accordance with the terms of reference of the Audit Committee was received for information.
7.5.10	Compliance Declaration	A report of management's compliance with statutes that may result in a personal liability for board members was received for information.
8.	Other business	
8.1	Prairie Swine Centre Inc. annual meeting	The annual meeting of the Prairie Swine Centre Inc. took place at 11:30 a.m.
9.	Items for information	
9.1	Meeting schedule for 2012/13	A schedule of meeting dates for 2012/2013 was received for information.
10.	Communications	No communications have been received since the last meeting.

10.1	Letter to Prairie Agricultural Machinery Institute	This item was received for information.
10.2	E-mail re Kenderdine Campus	This item was received for information. The Provost reported that all letters and e-mails re Kenderdine Campus are responded to.
10.3	Letter from Prairie Agricultural Machinery Institute	This item was received for information.
11.	Other business-items by board members	The board met briefly <i>in camera</i> .
12.	Next meeting Tuesday, March 5, 2013	The meeting adjourned at 12:40 pm.