

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.

**REPORT OF MEETING OF THE
UNIVERSITY OF SASKATCHEWAN BOARD OF GOVERNORS
BOARD ROOM, PETER MACKINNON BUILDING
Monday, June 25 and Tuesday, June 26, 2018**

Board members present: Lee Ahenakew (Chair), Daphne Arnason, Shelley Brown, Joy Crawford, Grant Devine, Grant Isaac, Jay Kalra, Ritu Malhotra, Coden Nikbakht, Roy Romanow, Peter Stoicheff

Resource officers: Beth Bilson (secretary), Karen Chad, Greg Fowler, Debra Pozega Osburn

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/secretariat/governing-bodies/board-of-governors/>

Agenda Item	Subject	Comments/Decisions
1.	Call to order	The chair called the meeting to order at 8:05 am on June 25, 2018 and acknowledged that the meeting was taking place on Treaty Six Territory and the homeland of the Métis.
2.	President's opening remarks	<p>The president welcomed Board members and provided comments to set the tone for the meetings. He expressed thanks to Daphne Arnason for her work on the Board, and congratulated Joy Crawford on entering her second term as a Senate-elected Board member. He noted that newly senate-elected member Allan Adam would be joining the Board in July.</p> <p>The president commented on a number of positives at the University including the appointment of Jay Famiglietti as Canada 150 Research Chair, an example of the University's ability to attract top international talent; and a successful Spring Convocation. He emphasized the importance of Convocation in connecting with the community and mentioned the award of honorary degrees to distinguished recipients, such as Joni Mitchell and Dave King.</p>

		The synergy among senior leaders is evident in their engagement in creating an exciting University plan, which has been in development since the senior leadership summit last August. He spoke of the “calm and trusting” atmosphere at University Council, which is essential to the effectiveness of the university. Recent major capital projects are coming to fruition, including Merlis Belsher Place, the Forest Building in Prince Albert, and the Collaborative Science Research Building. Overall, despite challenging financial circumstances, the university continues to “think big,” which is very encouraging. The president feels that the University is in a very positive position with the Vision, Mission, Values statement, the imminent approval of the University Plan and the expansion of discovery activities with global reach.
3.	Conflicts of interest	A member indicated that he would abstain from voting on the expected motion to approve the membership of the Board of Directors of the Sylvia Fedoruk Canadian Centre for Nuclear Innovation Inc., as one of the proposed directors is an employee of Cameco.
4.	Approval of the consent agenda	The following items were listed on the consent agenda and approved by the Board of Governors with one amendment – the inclusion of agenda item 7.4.8 Results of the Promotion Appeals Committee: Minutes of the meeting of March 19 and 20, 2018; Minutes of a meeting by teleconference of April 16, 2018; Minutes of a meeting by teleconference of May 24, 2018
5.	Approval of the agenda	The chair indicated that items 7.1.15 and 7.1.16 concerning the compensation of the president would be moved to the Board in camera session. The Board approved the agenda as amended.
6.	Business arising	None identified.
7.1	Governance and Executive Committee	<i>The committee met on Monday, June 25, 2018. Members in attendance: Shelley Brown (chair), Lee Ahenakew, Joy Crawford, Jay Kalra, Peter Stoicheff</i>
7.1.1	Minutes of the Governance and Executive Committee meeting of March 19, 2018	The minutes were received for information.
7.1.2	Business arising	The university secretary spoke to the committee’s

		list of outstanding action items. Most are directly related to work that Brown Governance has been carrying out with institutions. The committee will review the work completed to date on these items and set new target dates where necessary.
7.1.3	Appointments of Board members and chairs to standing and ad hoc committees	The Board approved the appointment of Board members and chairs to standing and ad hoc committees effective July 1, 2018.
7.1.4	Re-appointment of Honorary Ambassador	The Honorary Ambassador provided an activity report to the Board. The Board of Governors re-appointed Ms. Grit McCreath to the role of Honorary Ambassador to the University of Saskatchewan for a second three-year term effective July 1, 2018.
7.1.5	<i>In-camera</i> report on Board self-assessment	Board only.
7.1.6	Board orientation and education	This item was received for information.
7.1.7	Report on Canadian University Boards Association Conference (CUBA)	This item was received for information.
7.1.8	Consultant report on Board bylaws and committee terms of reference	This item was received for information.
7.1.9	Brown Governance outstanding items	This item was received for information.
7.1.10	Board transparency	This item was received for information.
7.1.11	Remembrance Day	The Board of Governors approved the motion that the Board on behalf of university academic and administrative unit will purchase one wreath each year and provide a more meaningful contribution to the Saskatoon Poppy Fund, as opposed to individual units and colleges purchasing wreaths. Student organizations, university associations, etc. will continue to purchase their own wreaths at their request.
7.1.12	Report from Honorary Ambassador	This report was received earlier in the meeting.
7.1.13	Report from VP Research regarding reporting line	A verbal report was received for information.
7.1.14	President's compensation and expenses	<i>In-camera</i> session.
7.1.15	President's annual report on priorities 2017-2018 and performance assessment July 1, 2017-June 30, 2018	<i>In-camera</i> session.
7.1.16	Setting President's Goal for 2018-2019 and salary decision	<i>In-camera</i> session.
7.2	Finance and Investment Committee	<i>The committee met June 25, 2018. Members in attendance: Grant Isaac (chair), Shelley Brown, Jay Kalra</i>

6.2.1	Minutes of the Finance and Investment Committee meeting of March 19, 2018	The minutes were received for information.
7.2.1.1	Business arising	None.
7.2.2	Preliminary budget results (Items 7.2.2 and 7.2.3 considered together)	Ms. Terry Summers, Controller, reviewed the preliminary year-end results.
7.2.3	2018/19 Comprehensive budget	The Board of Governors approved the 2018/19 comprehensive budget.
7.2.4	2019/20 Operating fund	Provost and vice-president Vannelli emphasized the importance of working in partnership with the government to enable the university to continue moving forward with its strategic initiatives. He described working with the deans to support them with their plans and the need to examine strategic investments. Other actions to be taken to improve the university's financial situation include an Enrolment Growth strategy including fee waivers/tuition waivers; comprehensive fundraising; land development; program review; diversification opportunities; research revenue diversification, and cost containment.
7.2.5	Fundraising report	The Chair requested that this item be included in Dr. Pozega Osburn's presentation to the Board
7.2.6	Annual investment report	This item was provided for information.
7.2.7	Pension plan administration items	The Board of Governors approved Plan Amendment P-66 for the University of Saskatchewan Non-Academic Pension Plan effective January 1, 2018; Retirees Pension Plan Amendment P-70 July 1, 2018; and the proposed appointments to the Pension Committee for each pension plan and that pension committee appointments in future years be delegated to the Vice-President, Finance and Resources.
7.2.8	Pension plan and SERP actuarial valuations	The Board approved the filing of the actuarial valuation reports for the 1999 Academic Pension Plan, the Non Academic Pension Plan and the Academic Employees' Pension Plan (Retirees Plan) as at December 31, 2017.
7.3	Land and Facilities Committee	<i>The committee met on June 25, 2018. Members in attendance were: Daphne Arnason (chair), Jay Kalra, Ritu Malhotra</i>

7.3.1	Minutes of the Land and Facilities Committee meeting, March 19, 2018	The minutes were received for information.
7.3.1.1	Business arising from previous minutes and action items	Approved as circulated.
7.3.1.2	Action plan for future items	This item was received for information.
7.3.2	Collaborative Science Research Building	The Board of Governors approved the sub-metering for electrical as an additional scope of work for the Collaborative Science Research Building project.
7.3.3	Livestock and Forage Centre of Excellence	The Board of Governors approved a cost overrun on the scope of Phase 1 and 2 for the Livestock and Forage Centre of Excellence project.
7.3.4	U of S alumni/donor system replacement project – Relationship Management system	The Board of Governors approved the Alumni/Donor System Replacement project – Relationship Management System (Phase 2).
7.3.5	Canada Foundation for Innovation (CFI) proposals exceeding \$500,000	Confidential
7.3.6	VIDO-InterVac vaccine manufacturing facility	The Board of Governors granted Board 1 and Board 2 approval of the final project programme, design, schedule, capital, and operating (negligible) budgets for the VIDO – InterVac vaccine manufacturing facility project.
7.3.7	Options and lease	Confidential
7.3.8	Confidential	Confidential
7.3.9	Update on Merlis Belsher Place	This item was received for information.
7.3.10	Electrical engineering lab	This naming item was received for information.
7.3.11	Renaming Stadium Crescent	This item was received for information.
7.3.12	2018-19 Annual capital projection and preventative maintenance and renewal distribution	The Board of Governors accepted the 2018-19 Annual Capital Projection and the distribution of the 2018-19 Preventative Maintenance and Renewal funding.
7.3.13	Major capital projects – portfolio and status updates	This item was provided for information.
7.3.14	Update on delegated administrative approvals	This item was provided for information.
7.4	Human Resources Committee	<i>The committee met on June 25, 2018. Members in attendance were: Ritu Malhotra (chair), Lee Ahenakew, Joy Crawford, Roy Romanow, Peter</i>

		<i>Stoicheff</i>
7.4.1	Minutes of the March 19, 2018 meeting of the Human Resources Committee	The minutes were received for information.
7.4.2	Business arising and action items	No business arising.
7.4.3	Senior administration total rewards and senior management compensation and expenses	The Board of Governors approved the changes to senior administration total rewards, effective July 1, 2018.
7.4.4	Bargaining and labour relations update	This item was received for information.
7.4.5	Safety, environment, health and wellness update	This item was received for information.
7.4.6	Re-appointment of chief information officer and associate vice-president, information and communications technology	The Board of Governors approved the re-appointment of Shari Baraniuk as Chief Information Officer and Associate Vice-President, Information and Communications Technology effective November 1, 2018.
7.4.7	Appointment of the executive director of the Global Institute for Water Security	The Board of Governors approved the appointment of Dr. Jay Famiglietti as Executive Director, Global Institute of Water Security for a term effective July 1, 2018 until June 30, 2025.
7.4.8	Promotion appeals approvals	The President reviewed the process followed to bring promotion appeals forward to the board, noting that there are many different categories in which faculty members must show proficiency in order to get promoted. The Board of Governors approved the list of promotion appeals.
7.4.9	Sabbatical leaves list 2019-2020	This item was received for information.
7.4.10	The provost and vice-president academic report on senior administrative appointments	This item was received for information.
7.4.11	The provost and vice-president academic report on the senior academic appointments	This item was received for information.
7.5	Audit Committee	<i>The Audit Committee met on June 25, 2018. Members in attendance: Joy Crawford(chair), Lee Ahenakew, Daphne Arnason, Grant Isaac, Roy Romanow</i>
7.5.1	Minutes of the March 20, 2018 Audit committee meeting	The minutes were received for information.
7.5.1.1	Business arising and action items	No business arising.

7.5.2	Draft Management Discussion and Analysis (MD&A) messages	This item was received for information.
7.5.3 a	Pension Plan Audited Financial Statements a. Defined Benefit Pension Plan b. Defined Contribution Pension Plan	The Board of Governors approved the following draft financial statements (attached), as distributed and presented for the year ended December 31, 2017, subject to completion of the audit and receipt of the Auditor's final report from the Provincial Auditor: <ul style="list-style-type: none"> • University of Saskatchewan 1999 Academic Pension Plan; • University of Saskatchewan and Federated Colleges Non-Academic Pension Plan; • University of Saskatchewan Academic Employees' Pension Plan (Retirees Plan).
7.5.3 b	Defined Contribution Pension Plan Financial Statements	The university's two defined contribution pension plan committees each recommend the draft financial statements at December 31, 2017 for Board approval, subject to completion of the audit and receipt of the Provincial Auditor's final report: <ul style="list-style-type: none"> • the University of Saskatchewan 2000 Academic Money Purchase Pension Plan (MPP Plan); and • the Pension Plan for the Eligible Employees at the University of Saskatchewan (Research Plan).
7.5.4	Results of Pension Plan Audits and Certain Other Matters Letter (Provincial Audit)	Deputy provincial auditor Deis discussed the statement opinions and the certain other matters letter. He highlighted that the statements are reliable and all five plans have complied with the law.
7.5.5	Draft Response to memorandum of audit observations	The Board approved the draft response to the memorandum of observations and that management be authorized to forward the response to the provincial auditor with the condition that the final memorandum does not contain any significant changes.
7.5.6	Update on reserves alignment to financial reserve policy	This item was received for information.
7.5.7	Report on Internal Controls <ul style="list-style-type: none"> • Internal Control Self-Assessment Results (Action Item) • Strategy to provide more reporting on Internal Controls to Audit Committee 	The report was received for information.

7.5.8	University Risk Management Update	The update was received for information.
7.5.9	Report on Other External Audit Activity (verbal)	The report was received for information.
7.5.10	Report on Internal Audit Activities <ul style="list-style-type: none"> • Internal Audit Independence • Confirm Chief Audit Executive has held meetings with the President (verbal) 	The report was received for information.
7.5.11	New IT Communications Policy	The Board of Governors approved the revisions to the Electronic Mail policy and changing the name to the IT Communications Policy effective June 25, 2018.
7.5.12	Compliance, privacy, ethics and legal update	This update was received for information.
7.5.13	Outstanding Legal Matters Report	The report was received for information.
7.5.14	Update on Safe Disclosure Communication Strategy	The university secretary provided context for the Safe Disclosure Communication Strategy and indicated that it was expected that progress would be made with the Communications team this summer and the strategy finalized by fall.
7.5.15	Closed session items: <ul style="list-style-type: none"> - Vice-president finance and resources and audit committee members - Interim chief audit executive and audit committee members 	Closed.
8.	Canadian Light Source (CLS) AGM	The CLS held their annual general meeting.
9.	Sylvia Fedoruk Centre for Nuclear Innovation (SFCNI) AGM	The SFCNI held their annual general meeting.
10.	Items approved by the Board electronically	A list of items was provided to the Board for information.
11.	Correspondence	Several items of correspondence were presented to the Board for information.
12.	Comprehensive Campaign	Vice-president Pozega Osburn provided the Board with an update concerning the evolution of the comprehensive campaign since the March meeting. She emphasized that the campaign is not only directed towards raising additional funds for the university, but also to nurturing relationships with alumni, donors, corporations and members of the public.
13.	University Plan	The Board approved the University Plan 2025: Strategic Framework.

14.	In-camera session – Board and president only	Board and president only.
15.	In-camera session	Board only.
16.	Adjournment and date of next meeting	The Board adjourned at 3:15 pm and moved into the first of the Board retreat sessions. The next meeting of the Board will be held on July 27, 2018.