



**Brock
University**

Board of Trustees

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MINUTES OF MEETING #3 (2007-08)

BOARD OF TRUSTEES

THURSDAY, FEBRUARY 28, 2008, 4:00 PM

BOARD ROOM, 13TH FLOOR, SCHMON TOWER

PRESENT: *Chair* Mr. David Howes

Vice-Chair Mr. Rudi Kroeker

Members Ms. Mitzi Banders
Dr. Maureen Connolly
Ms. Wanda Gilmore
Mr. Tom Goldspink
Dr. Val Jaeger
Ms. Julia Kamula
Professor John Lye
Mr. Sohail Mall
Mr. Roelof Makken
Ms. Beth Natale
Mr. Angelo Nitsopoulos
Mr. Bill Rickers
Mr. Joe Robertson
Mr. Michael Sidenberg
Ms. Betty-Lou Souter
Ms. Wendy Staff
Mr. John Suk
Dr. Susan Sydor
Mr. William Tays
Mr. Mary Turner
Dr. Norris Walker
Mr. Bruce Wormald
Ms. Helen Young

Ex officio:
President and Vice-Chancellor Dr. Jack Lightstone

Official Resource:
Vice-President, Advancement Mr. David Petis
Vice-President, Finance and Administration Mr. Steven Pillar

Secretary to the Board
Recording Secretary

Mr. Mike Farrell
Ms. Margaret Thompson

ALSO

PRESENT: Ms. Pauline McCormack, Ms. Joanne McKee, Mr. Scott Walker

GUESTS: *For portions of the in camera session:*

Dr. Don Cyr, Associate Dean, Faculty of Business

Ms. Monica McIntosh, Towers Perrin

For agenda item 11:

Dr. Ian Brindle, Interim Associate Vice-President, Research and International Development

Dr. Yousef Haj-Ahmad, Department of Biological Sciences

REGRETS: Dr. Terry Boak, Mr. Ned Goodman, Ms. Karin Jahnke-Haslam, Mr. Peter Partridge, Ms. Joy Rogers

1. CALL TO ORDER

Mr. Howes welcomed members and called the meeting to order. Trustees were reminded of the following:

- Dr. Yousef Haj-Ahmad, Department of Biological Sciences and President and CEO of Norgen Biotek Corp., would be providing a presentation related to today's generative discussion during the dinner following the meeting. As well, Dr. Haj-Ahmad and Dr. Ian Brindle, Interim Associate Vice-President, Research and International Development, would be joining the meeting to participate in the discussion.
- Wireless Internet access accounts are available to all Trustees; members may contact the Secretariat Office to activate their account when ready.
- Brock University is hosting its annual Open House for prospective students, their families, and the general public on Sunday, March 2, 2008.

2. DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared to any matter on the agenda.

3. MINUTES OF THE PREVIOUS MEETING

[The minutes of Meeting #2 (2007-08) held on December 6, 2007 had been distributed/posted with the meeting materials.]

On a motion by Dr. Sydor, seconded by Ms. Kamula and carried, it was

RESOLVED that the Minutes of Meeting #2 (2007-08) of the Board of Trustees held on December 6, 2007 be approved.

4. BUSINESS ARISING FROM THE MINUTES - None

5. REPORT OF THE CHAIR

Mr. Howes noted that on February 14, 2008, an announcement was made on campus that the Province of Ontario would invest in a new research complex at Brock University. The new Health and Biosciences Research Complex would create a place for leading researchers in health, biosciences and chemistry to explore ideas that would advance human health. Ontario would invest \$33.5 million in the project.

While noting that many people were involved in making this possible, including Minister Bradley, the Chair emphasized that it was the leadership, vision and hard work of President Lightstone that had been critical to the success. On behalf of the Board of Trustees, Mr. Howes thanked Dr. Lightstone for his tireless efforts in stating the University's case and congratulated him on this outstanding achievement. Trustees applauded.

6. REPORT OF THE EXECUTIVE COMMITTEE

The Executive Committee had not met since the previous meeting of the Board of Trustees.

7. REPORT OF THE PROVOST AND VICE-PRESIDENT, ACADEMIC

There was no report as Dr. Boak was away on university business.

8. REPORT OF THE ACTIONS OF THE UNIVERSITY SENATE

[The Reports of the Actions of the University Senate from the 554th, 555th and 556th meetings held December 12, 2007, January 23, 2008 and February 13, 2008 had been distributed/posted with the meeting materials.]

Dr. Connolly provided an overview of the Actions of the University Senate as outlined in the reports. It was noted that Senate and Senate Committees continue to function well, and Dr. Connolly acknowledged Mr. Farrell and staff of the University Secretariat for their support.

9. REPORTS OF STANDING COMMITTEES

9.1 In Camera Session

Mr. Howes noted that a motion was required to move *in camera* to consider confidential items from the Financial Planning, Audit and Human Resources Committee, the Advancement and Community Relations Committee, and the President.

On a motion by Ms. Staff, seconded by Ms. Banders and carried, the Board moved *in camera* at 4:17 p.m.

The Board resumed **open** session at 5:12 p.m.

[During the *in camera* session, confidential decisions items were considered and the Board **passed eight confidential resolutions.**]

9.2 Financial Planning, Audit and Human Resources Committee

[The minutes of Meeting #3 held on February 14, 2008 had been distributed/posted with the meeting materials together with the reports indicated below. A Press Release *DBRS Confirms Brock University at A (high)* dated February 5, 2008 had been circulated at the outset of the meeting.]

Mr. Rickers presented the Report of the Financial Planning, Audit and Human Resources Committee.

9.2.1 2008-09 Residence Fees

[A Decision Item to the Committee *TOPIC: 2008-09 Residence Fees* dated February 14, 2008, together with Attachment 1: Residence Operations Proposed 2008-09 Budget, Attachment 2: Fee by Residence and Attachment 3: Comparison of Residence Fees at Ontario Universities With Whom We Compare had been distributed/posted with the meeting materials.]

On a motion by Mr. Rickers, seconded by Mr. Makken and carried, it was

RESOLVED that the residence fees for 2008-09 be approved as proposed.

9.2.2 2007-08 Residence Meal Plan Fees

[A Decision Item to the Committee *TOPIC: 2008-09 Residence Meal Plan Fees* dated January 2008 had been distributed/posted with the meeting materials.]

On a motion by Mr. Rickers, seconded by Mr. Nitsopoulos and carried, it was

RESOLVED that a change to a declining cash balance program for all mandatory meal plans be approved as proposed and that the basic rate from 2007/08 be retained.

9.2.3 Tuition and Administrative Fees for 2008-09

[A Decision Item to the Committee *TOPIC: Tuition and Administrative Fees for 2008-09* dated February 14, 2008 and amended February 21, 2008, together with Attachment 1: Brock University Fee Proposal 2008-2009 and Appendix 2: Memorandum of Understanding Brock Business Student Levy 2008 had been distributed/posted with the meeting materials.]

Mr. Rickers noted that following a request by the Committee, additional fee increases had been further identified as outlined in the Report.

On a motion by Mr. Rickers, seconded by Mr. Suk and carried, it was

RESOLVED that the Tuition and Administrative Fees for 2008-09 as presented on February 14, 2008 and amended on February 21, 2008 be approved.

9.2.4 Courtyard/Marketplace Project

[A Decision Item to the Committee *Topic: Courtyard/Marketplace Project* dated February 14, 2008, together with Attachment 1: Proposed Interior View of the Thistle Courtyard and Attachment 2: Thistle Courtyard Enclosure and Food Service - Proposed Total Project Budget

dated January 24, 2008, had been distributed/posted with the meeting materials.]

Mr. Rickers referred members to the Report. In response to a question, Mr. Pillar confirmed that the final project proposal would come back to the Board through the Committee. Dr. Jaeger noted that the Capital Projects and Facilities Committee had reviewed the Report and passed a similar recommendation.

On a motion by Mr. Rickers, seconded by Ms. Souter and carried, it was

RESOLVED that the University, through negotiation, conclude an agreement with Sodexo Canada for the development of the Courtyard Marketplace Project within the parameters of the financing arrangements presented in the Report.

9.2.5 2007-08 Fiscal Results @ January 31, 2008

[An Information Item to the Committee *TOPIC: 2007-08 Fiscal Results @ January 31, 2008* dated February 14, 2008, together with Appendix 1: Projected operating budget and the actual spending for the period ending January 31, 2008 and Appendix 2: Brock University Media Release re: provincial campus renewal funds dated January 29, 2008 had been distributed/posted with the meeting materials. A report titled *Budget Development 2008-09 Preliminary Budget Financial Estimates Draft @ January 31, 2008* was projected on the overhead screen during the meeting.]

Ms. McKee reviewed the *2007-08 Fiscal Results @ January 31, 2008* for the information of the Board. Mr. Pillar then referred Trustees to the screen and reviewed the 2008-09 preliminary budget financial estimates.

9.2.6 2008-09 Budget Development

[An Information Item to the Committee *TOPIC: 2008-09 Budget Development* dated February 14, 2008, together with Attachment 1: Brock University Budget Development 2008-09 Timelines and Process draft dated January 31, 2008, had been distributed/posted with the meeting materials.]

The *2008-09 Budget Development* report had been distributed for information.

9.2.7 Acceptance of the Report

On a motion by Mr. Rickers, seconded by Ms. Staff and carried, it was

RESOLVED that the Report of the Financial Planning, Audit and Human Resources Committee as contained in the minutes of the meeting held February 14, 2008 be accepted.

9.2 Advancement and Community Relations Committee

[Minutes of Meeting #2 (2007-08) held on January 17, 2008 had been distributed with the meeting materials together with the reports indicated below.]

Mr. Goldspink presented the Report of the Advancement and Community Relations Committee, noting that two confidential items had been dealt with during the in camera session earlier in the meeting.

9.2.1 Community Engagement Advisory Committee

[An Information Item to the Committee *Topic: Community Engagement Advisory Committee* dated January 10, 2008, together with a presentation *Community Engagement Progress Report* dated January 17, 2008 had been distributed/posted with the meeting materials.]

The Report had been distributed for information.

9.2.2 Brock University Prospect Management Guidelines

[An Information Item to the Board *Topic: Prospect Management Guidelines*, together with the draft *Brock University Prospect Management Guidelines* dated January 2008, had been distributed/posted with the meeting materials.]

The Report had been distributed for information.

9.2.3 Acceptance of the Report

On a motion by Mr. Goldspink, seconded by Ms. Turner and carried, it was

RESOLVED that the report of the Advancement and Community Relations Committee as contained in the minutes of the meeting held January 17, 2008 be accepted.

9.3 Capital Projects and Facilities Committee

[Minutes of Meeting #3 held on January 31, 2008 had been distributed with the meeting materials, together with the reports indicated below.]

Dr. Jaeger presented the Report of the Capital Projects and Facilities Committee.

9.3.1 Project Status Update

[An Information Item to the Committee *Topic: Project Status Update* dated January 31, 2008 had been distributed/posted with the meeting materials, together with the following Project Status Update Reports: The Plaza Building, Learning Commons and Fire Alarm Replacement, Welch Hall Addition, 573 Glenridge Precinct Plan and Schematic Building Design, Second Campus 13.8kv Electrical Feed and Blackstart Generator, Niagara Health and Biosciences Research Building, and School of Fine and Performing Arts.]

Dr. Jaeger referred members to the various project updates distributed for information.

9.3.2 Artificial Turf Sports Field Study

[An Information Item to the Committee *Topic: Artificial Turf Sports Field Study* dated January 31, 2008, together with Attachment 1: South Campus Athletics Complex dated December 18, 2007, had been distributed/posted with the meeting materials.]

The Report had been distributed for information.

9.3.4 Brock University Emergency Plan and Preparedness Update

[An Information Item to the Committee *Topic: Brock University Emergency Plan and*

Preparedness Update dated January 31, 2008, together with Appendix A: Bomb Threat Procedures and Appendix B: Imminent Threat - Shelter in Place/Lock Down Procedures, had been distributed/posted with the meeting materials.]

The Report had been distributed for information.

9.3.5 Auditor General's Report on Universities - Management of Facilities

[An Information Item to the Committee *Topic: Auditor General's Report on Universities - Management of Facilities* dated January 31, 2008 had been distributed/posted with the meeting materials.]

Mr. Pillar provided a brief overview of the Report.

9.3.6 Information Technology Update

[An Information Item to the Committee *Topic: Information Technology Update* dated January 31, 2008 had been distributed with the meeting materials.]

The Report had been distributed for information.

9.3.7 Acceptance of the Report

On a motion by Dr. Jaeger, seconded by Mr. Kroeker, and carried, it was

RESOLVED that the report of the Capital Projects and Facilities Committee as contained in the minutes of the meeting held January 31, 2008 be accepted.

10. REPORT OF THE GOVERNANCE/NOMINATING COMMITTEE

[An Information Item to the Board of Trustees *TOPIC: Governance/Nominating Committee Report* dated February 28, 2008, together with the 2008 Board and Board Member Self-Assessment, had been distributed/posted with the meeting materials.]

Dr. Walker referred members to the Report of the Governance/Nominating Committee.

10.1 Notice of Motion to Amend the General Bylaws of the Board of Trustees

Pursuant to Article 22 of the General Bylaws of the Board of Trustees, Dr. Walker referred Trustees to the Notice of Motion to amend the Bylaws as outlined in the Report. The motion would be presented to the Board at its next meeting on May 1, 2008.

10.2 2008 Board and Board Member Self-Assessment

Dr. Walker noted that the 2008 Board and Board Member Self-Assessment had been provided for information in order that Trustees become familiar with the format and questions. The form would be distributed for members to complete at the next Board meeting on May 1, 2008.

10.3 Acceptance of the Report

On a motion by Dr. Walker, seconded by Mr. Kroeker and carried, it was

RESOLVED that the Report of the Governance/Nominating Committee dated February 28, 2008 be accepted.

11. REPORT OF THE PRESIDENT AND VICE-CHANCELLOR

[The President's Report dated February 13, 2008, together with an addendum for the generative discussion "*Research/Creativity, Technology/Knowledge Transfer, and Commercialization of Intellectual Property: Using Intellectual Capital at Brock to Develop Niagara and Ontario, Economically, Socially and Culturally*" and an Information Item *Topic: Environment, Health and Safety Report* dated February 28, 2008, had been distributed/posted with the meeting materials.]

Dr. Lightstone referred members to his written Report and provided a brief update on the University's continuous efforts to secure funding from the federal government. The President noted that The Honourable Jim Prentice, Minister of Industry, would be visiting the campus on April 4, 2008.

The President introduced Dr. Ian Brindle and Dr. Yousef Ahmed who had joined the meeting for the discussion of the generative topic *Research/Creativity, Technology/Knowledge Transfer, and Commercialization of Intellectual Property: Using Intellectual Capital at Brock to Develop Niagara and Ontario, Economically, Socially and Culturally*. Trustees engaged in a comprehensive discussion.

12. OTHER BUSINESS - None

13. ADJOURNMENT

The meeting adjourned at 6:20 p.m. and was followed by a dinner in the Alumni Lounge during which a presentation related to the generative discussion was provided by Dr. Haj-Ahmad.

Michael Farrell, Secretary

David Howes, Chair