

BOARD OF GOVERNORS

Wednesday, May 26, 2021 | Microsoft Teams Meeting | 6:00 p.m.

MINUTES - OPEN SESSION – FINAL

The minutes were approved at the September 29, 2021 meeting of the Board of Governors.

PRESENT: Jason Blokhuis, Ryan Connell, Manfred Conrad (Chancellor), Asnake Dabala, Wendy Fletcher (President), Matthew Griffin, Brian Hendley (Chair), Keith Hipel (Secretary), Vicky Ikeno, Jane Karanassiou, Matthew Kieswetter, Edwin Ng, Joseph Olubobokun, Peter Ringrose, Ashton Romany (Treasurer), Karen Spencer (Vice-Chair), Frances Tse, Liz Vitek

REGRETS: Yaacov Iland

GUESTS: Megan Collings-Moore, Cort Egan, Melanie McKellar, Tanya Missere Mihos, Christina Parker, Jill Pauls, Jim Robson

RECORDER: Lisa Kessig

TERRITORIAL ACKNOWLEDGEMENT: Renison University College acknowledges that we live and work on the traditional territory of the Attawandaron (Neutral), Anishinaabeg, and Haudenosaunee peoples. The University of Waterloo is situated on the Haldimand Tract, the land promised to the Six Nations that includes ten kilometers on each side of the Grand River.

1. **OPENING PRAYER**- Matthew Kieswetter

2. **REVIEW AND APPROVAL OF THE AGENDA**

The agenda was accepted.

3. **APPROVAL OF MINUTES**- April 28, 2021

MOVED by Jason Blokhuis to approve the minutes of April 28, 2021 as amended; **SECONDED by Ryan Connell.**
CARRIED.

4. **BUSINESS ARISING**

None.

5. **DECLARATIONS OF CONFLICT OF INTEREST**

None.

6. **CHAIR'S REMARKS**- Brian Hendley

Following the land acknowledgement, the Chair welcomed guest speaker Dr. Christina Parker and meeting and shared her brief bio.

Dr. Parker presented highlights of her research in Peacebuilding, Conflict, & Cultural Resolution: Facilitating Restorative Classroom Dialogue, which illustrates tools to manage conflict and overcome and prevent global tragedies.

7. PRESIDENT'S REPORT- Wendy Fletcher

PTSC

The recommendation from the Promotion Tenure & Sabbatical Council was presented to affirm their work through a motion to accept their recommendation. Wendy read the PTSC report for Dr. Kristina Llewellyn's promotion to Full Professor.

MOVED by Wendy Fletcher to support the recommendation of the PTSC to grant promotion to Full Professor to Dr. Kristina Llewellyn; **SECONDED by Jason Blokhuis.** **CARRIED.**

The winners of the Renison Teaching Excellence award for Spring 2021 Convocation were announced:

Dr. Edwin Ng- Pre-tenure faculty
Dr. Jason Blokhuis- Senior scholar

It was shared that both CAPE and degree areas have been awarded eCampus grants for course development.

ACTING ASSOCIATE DEAN, ADMINISTRATION

In his first month, Jason Blokhuis has attended several meetings and made great progress in his new role. A meeting of the AC By-law subcommittee is scheduled for June 3, and a meeting has been booked to discuss alternate pathways for Indigenous students to access the BSW through SDS (Canadian Roots Exchange).

CAPE

English language registrations for the summer are strong, and applications for residence in the Fall are off to a positive start with current demand greater than previous years with 57 students already selecting Renison as their first choice. There are a total of 120 residence spots (single rooms only) for the Fall however in January it may be possible to offer double rooms. A number of upper year students are on the Fall waitlist for residence.

As of the date of the Board meeting, payment from 45 EFAS students had already been received, with a total of 170 registrations expected. BASE has received registration for 50 students, and up to 90 students are expected to enrol.

The Conversation Partners program is thriving with 170 students seeking international partners.

FINANCE

Cash flow

Year end has now passed, with May 21 as the deadline for submitting items for the fiscal year. At the beginning of April, the cash balance was \$6.7M. Grant payments and revenue from Spring CAPE programs and miscellaneous income were received in the amount of \$559,000. In April the payroll amount (for March due to 1 month lag) was \$1.528M including RAAS retro payments and larger packages for layoffs. Expenses for the month of April include endowment payments, mortgage payments, utilities, and the BlackBaud renewal invoice, for a total of \$1.8M. The resulting cash balance was \$5.4M which was better than the previous month and better than the \$5.1M balance that was anticipated.

Cash Proforma

There are many unknowns in the lean summer months. At the beginning of May the cash balance was \$5.4M. Grant and tuition numbers have been confirmed by IAP. UW has been invoiced for \$216,000 for EMLS degree courses; the remaining figures are an estimate based on budgeted numbers. Expenses for May are projected at \$1.47M. At the end of August, the cash balance should be \$3.5M which is just above the red restricted line.

Wendy thanked Jill for her good financial stewardship.

FOUNDERS' DAY

A proposal for different ways to celebrate and honour Founders' day is being drafted. A revisioning session was held to discuss the history of the event, and how to move forward. A Gala fundraiser event in November including dinner and silent auction could honour Founders' Day every other year. Each ticket purchase would come with one entry for a significant door prize and in addition, a keynote speaker and formal presentation of Renison honours would be held. In the non-Gala years, a celebration of student achievement could connect students and donors.

A new Young Alumna/us award was proposed to honour distinguished Alumni. The suggested date for the next Founders' Day is March 2022. The success of Renison's endurance through the pandemic can also be celebrated. Materials about the history of Founders' Day are being created to build the narrative around this event. Founders' Day 2022 would be a scaled down version of the November 2019 Gala, with the next large event planned for November 2024. The first scholarship student celebration can be held in May 2023.

Wendy thanked Cort and his team for their efforts. The first event in March 2022 will not likely include the fundraising component.

Matthew Griffin offered the title of (Young) Distinguished Alum for the new award, rather than Alumna/us, to avoid gender binary. This can be brought for discussion to the next Governance Committee meeting.

It was announced that a June meeting of the Board of Governors was not needed.

8. COMMITTEE UPDATES

a) Finance & Audit Committee- Ashton Romany

At the most recent meeting the Cash Flow was reviewed, and KPMG presented the Audit Plan. In September, the Auditors will be invited to the Board to present the final Audit results.

b) Governance Committee- Peter Ringrose

The Board was asked for volunteers to serve on the President Search Committee and four members have stepped forward: Ashton Romany, Joseph Olubobokun, Liz Vitek and Karen Spencer. These members were thanked for their participation.

Lisa Kessig read the names of the other selected members of the Search Committee (Faculty, Staff, Student and MDG representatives): Doug Cowan (Faculty), Edwin Ng (Faculty), Brenda Doyle (Staff), Shelby Bolitsky (Student), Tanya Missere Mihas (MDG).

MOVED by Peter Ringrose that these names be approved as the members of the Search Committee for the next President; **SECONDED by Matthew Griffin.**

CARRIED.
1 Abstention

MOVED by Peter Ringrose to appoint Karen Spencer as the Chair of the President Search Committee; **SECONDED by Keith Hipel.**

CARRIED.
1 Abstention

The process of selecting the Search Firm is still in progress and will be finalized this summer.

The Terms of Reference, and outline of the committee were shared.

MOVED by Jason Blokhuis to adopt the draft Terms of Reference for the President Search Committee;
SECONDED by Joseph Olubobokun.

CARRIED.
1 Abstention

Once the Search Firm is appointed, the work of the Search Committee will formally begin.

MOVED by Matthew Griffin to allow for an electronic poll to approve the fee for the Search Firm; **SECONDED by Manfred Conrad.**

CARRIED.
1 Abstention

The electronic poll will be sent to all Board members in the coming weeks.

9. GOVERNANCE POLICY OBSERVATION

No observations other than well done.

10. OTHER BUSINESS

None.

11. IN-CAMERA SESSION

MOVED by Jason Blokhuis to enter the in-camera session; **SECONDED by Ryan Connell.**


CARRIED.

12. ADJOURNMENT

MOVED by Ryan Connell to adjourn the meeting; **SECONDED by Manfred Conrad.**

CARRIED.

13. NEXT MEETING: September 2021



Keith W. Hipel
Secretary, Board of Governors