Minutes of the St. Paul’s University College Board of Governors Meeting on
Thursday, April 18, 2019
7:00 p.m. in Room 256, St. Paul’s University College

ATTENDEES: Bill Watson, Bob Rosehart, Brad Sligm, Brenda Simpson, Cheryl Maksymyk, Gary Foerster (Chair), Jeff Casello, Julia Salvini, Olutoyan Odeyemi, Peter Frick, Rick Myers, Rod Barr, Tracy Mann, Wendy Zufelt-Baxter

REGrets: David Romagnoli, JP Gladu, Mariah Smith

GUESTS: Mike Steinmann

MINUTES: Charlene Hone

1. Foerster welcomed everyone to the meeting.

2. Motion to approve the agenda. (Zufelt-Baxter/Mann-Carried)

3. Board members were asked to declare any conflicts of interest they might have in relation to the items on the agenda. No conflicts were declared.

4. Motion to approve the minutes of the Board of Governors Meeting of February 21, 2019 as amended (Barr/Rosehart-Carried)

  #6 d) Remove sentence about first year guarantee policy.

5. Executive Committee minutes of February 7, 2019 were presented for information purposes.

6. The Principal’s Report was included in the meeting package for review. Myers highlighted a few areas of interest:

   a. St. Paul’s now has an approved Student Union. The President will be invited to speak at the June Board meeting.

   b. The new Greenhouse position is fully funded externally.

   c. It may be useful to hear a presentation from Greenhouse at a future Board meeting, because the program has evolved substantially since its inception. Myers explained the difference between Workplace Innovation where groups of students come together and work on projects in work places and apply skills they are learning so they can start to work on a venture (without having a well-formed idea of their own) vs. Discovery Labs that work with community partners on a particular issue. Students have an opportunity in groups to think of ways to address the challenges that are presented.

Greenhouse was launched with the expectation that over time external funding would carry it. The branding is really to the benefit of St. Paul’s. Success in Greenhouse isn’t necessarily measured in financial metrics.
7. Mann presented the 2019/2020 Proposed Budget & Fees, emphasizing that St. Paul’s has not been significantly impacted by government budget cuts. We have been able to compensate for that through residence fees. The file on 2019/2020 Transfers provides more visibility into the financial picture of our different programs. We have been careful to allocate expenditures in our projections (i.e. staffing costs, square footage).

Mann noted that Greenhouse & WISC currently require an investment in the program to cover direct costs exclusive of allocation.

The 2018/2019 figures have been provided for comparison with the 2019/2020 proposed budget and highlight an increase in residence fees (due to the reduction in tuition) and staffing costs.

Steinmann presented the 2019/2020 Proposed Fees. St. Paul’s will aim to stay in the middle price range. We want to stay competitive, and we don’t want to be the most expensive residence. Undergrad fees are increasing by 2.7% and will have the activity fee and student council fee built into their cost. Super single rooms will also have washroom cleaning built into the cost, and this is reflected in the 4.2% increase. Grad building fees will increase by 2%.

Motion to approve the 2019/2020 Proposed Budget & Fees as presented (Wendy-Zufelt Baxter/Barr-Carried)

8. Salvini presented the B&P Committee Report, including the Proposed Capital Budget Priorities and Long-Term Maintenance Plan.

The Committee plans to pursue a Sustainability Policy/Strategy, which will be helpful for Peter Pilsworth, Facilities Manager, and supports his work in this area. Plans are underway to meet with the UW Sustainability Office and Sustainable Waterloo Region. The committee also plans to engage students when they return to campus in the fall. The Student Union and Green Team will be critical stakeholders in this process.

9. Myers presented the proposed Policy A4 – Conferral of Emeritus Status. It functions as a way to establish a process for managing nominations for the distinction upon retirement.

Action: Hone to see draft recommendations that were made at the Governance Committee meeting on February 21 and update the policy on file.

Motion to approve Policy A4 – Conferral of Emeritus Status (Rosehart/Barr-Carried)

10. Rosehart presented a proposal to nominate Graham Brown for the honorific Principal Emeritus based on the following distinguishing factors:
   a. Instrumental in initiating the Greenhouse program and establishing our relationship with the Faculty of Environment.
   b. Responsible for designating St. Paul’s as the destination for WISC and Indigenous education.
   c. The driving force behind building Phases 1-5.

Motion to approve the proposal to nominate Graham Brown for the honorific Principal Emeritus (Rosehart/Myers-Carried)
Graham to be presented with this honour at the INDEV Ring Ceremony on June 11 at St. Paul's. Board members will receive an invitation to attend.

11. Meeting dates will remain as scheduled for 2019 and 2020.


13. The meeting was adjourned at 8:25 p.m.

Notice of Motion Passed:

Meeting of the Board of Governors on April 18, 2019

1. Motion to approve the agenda as amended (Zufelt-Baxter/Mann-Carried)

2. Motion to approve the minutes of the Board of Governors Meeting of February 21, 2019 as amended (Barr/Rosehart-Carried)

3. Motion to approve the 2019/2020 Proposed Budget & Fees as presented (Wendy-Zufelt Baxter/Barr-Carried)

4. Motion to approve Policy A4 – Conferral of Emeritus Status (Rosehart/Barr-Carried)

5. Motion to approve the proposal to nominate Graham Brown for the honorific Principal Emeritus (Rosehart/Myers-Carried)

Approved without amendments by the St. Paul’s University College Board of Governors on June 20, 2019.

Signed, ___________________________ Secretary of the Board   Date: ___________________________

Signed, ___________________________ Chair of the Board   Date: ___________________________