



## BRESCIA UNIVERSITY COLLEGE BOARD OF TRUSTEES

February 26, 2020  
6:25pm  
Ursuline Hall, Oak Room

### MINUTES

**Present:** A. Conyngham, K. Dahl, K. Darling, L. Eldik, L. Frederking, K. Fryday–Field, S. Hajpel, M. Hunter, M. Khademi, M. Krauskopf, M. J. LeBer, S. McCallum, K. McKay, L. Moist, S. Mumm, E. Rankin Nash, S. Rich, M. Simm

**Zoom:** M. Belcourt, G. DuBois–Wing, E. Schuller

**Regrets:** I. Christensen, P. Dworatzek, R. Tisdale

**Guests:** J. Lalich, J. Rose, K. Szauter

**Recorder:** L. Davison

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**1. Call to Order**

K. McKay called the meeting to order.

**2. Confirmation of Quorum (participation of 9 Voting Trustees)**

Quorum was confirmed.

**3. Reflection**

Sr. M. Krauskopf provided a Reflection on the Value, “We value the building of community in participative and collaborative ways.”

**4. Approval of Agenda**

The agenda was approved.

**5. From the Frontline: Administrative Presentation**

Rachel Bruijns, Financial Aid Officer presented on financial aid at Brescia.

**From the Frontline: BUC Student Presentation**

M. Hunter, BUCSC President; and C. Flood, Pride Commissioner, presented on, “Non–binary & Trans Students: Admission Requirements and Support at Brescia.” The presentation to be posted on OWL.

## 6. Business Meeting

- a. Reminder of commitment to BUC Board of Trustees *Code of Conduct*
- b. Declarations of Conflict of Interest  
There were no conflicts of interest.
- c. Approval of Draft Minutes
  - i. Board of Trustees, December 11, 2020  
**Motion approved on consensus.**
- a. Business arising from Minutes  
There was no business arising from the minutes.
- b. Recommendations for Minutes to be released to the Internet  
There were no concerns.

## 7. Consent Agenda

- a. The Principal's Report was moved out of the Consent Agenda for discussion.

## 8. Discussion of Consent Agenda Item(s)

- a. Principal Report on International Enrolment  
S. Mumm reported that International Enrolment will be affected by two emerging issues, the first is dealing with COVID-19, and the second is the proposed introduction of a Navitas school at UWO. Western intends to open a separate school on main campus for first-year students that will not have the same entry requirement that is imposed on the Affiliates. There was much discussion.

## 9. For Approval

- a. Governance Committee
  - i. Second approval: *Board of Trustees Constitution*  
There were no questions or concerns.

**Proposal #1: That the Board of Trustees approve the revised *Board of Trustees Constitution* as recommended by the Governance Committee.**

**Motion approved on consensus.**

- ii. Second approval: By-law #1  
There were no questions or concerns.

**Proposal #2: That the Board of Trustees approve the revised By-law #1 as recommended by the Governance Committee.**

**Motion approved on consensus.**

- b. Institutional Planning Committee
  - i. Terms of Reference
    - A. Conyngham reported that there were additional requests for revisions to the Terms of Reference and they are now ready for approval.

**Proposal #3: That the Board of Trustees approve the revised Terms of Reference as recommended by the Institutional Planning Committee.**

**Motion approved on consensus.**

- c. Finance, Audit and Investment Committee
  - i. 2–Year Capital Budget
    - S. McCallum, Vice–Chair of FAIC, reported on behalf of R. Tisdale, Chair of FAIC, noting that the budget was the same as previously reported, and it will be finalized in conjunction with the overall budget in April. The final numbers were in for the Academic Pavilion and were listed under F2020. A question was asked about the Brescia Drive improvements and S. Hajpel reported that it is a standing item and currently under discussion.

**Proposal #4: That the Board of Trustees approve the revised 2–Year Capital Budget – F2020 and F2021 as recommended by the FAIC and the Institutional Planning Committee.**

**Motion approved on consensus.**

- ii. Setting the Operating Reserve for 2020
  - S. McCallum reported that there was much discussion at the Committee level on this topic and it was noted that Brescia has been ultra conservative in the past. The FAIC is recommending that the Operating Reserve be reduced from \$3 million to \$1 million, recognizing that Brescia has a \$2 million operating line. These funds could be used to pay down some of Brescia’s bank debt. It was clarified that \$2 million of this current reserve is sitting in a short-term investment. It was reported that we are expecting to run a deficit of \$800,000 this year, but it is not a cash deficit. There were concerns expressed about having to rely on a line of credit, and it was acknowledged that the cash has been sitting there and should be utilized. There was much discussion.

There was concern expressed in reducing the reserve from \$3 million to \$1 million under the unknown situation with COVID–19 and Navitas, each of which may result in a short fall from International fees. There was appreciation expressed for the hard work the FAIC did and what they were trying to do in looking forward. S. McCallum agreed that due to these new developments the proposal should be tabled and taken back to the FAIC. There was discussion and the Board agreed that the reserve should be left at \$3 million and FAIC with staff will review this matter in six months. The proposal was amended.

**Proposal #5: That the Board of Trustees approve the Operating Reserve fund at \$3 million for the balance of fiscal 2020 in accordance with the Reserves Policy.**

**Motion approved on consensus as amended.**

**10. New and Other Business**

M. Hunter introduced Emily Patch as the new incoming BUCSC President.

**Meeting adjourned at 7:53pm**