



*Focused on academic excellence, Brescia University College creates an actively engaged student experience, educating women to think critically and participate actively in society. A Catholic university college in the Ursuline tradition, we prepare our graduates to lead with wisdom, justice and compassion in a changing world.*

## **BRESCIA UNIVERSITY COLLEGE BOARD OF TRUSTEES**

**October 10, 2018  
6:10pm  
Oak Room, Ursuline Hall**

### **AGENDA**

- 1. Call to Order**
- 2. Confirmation of Quorum<sup>1</sup>**
- 3. Reflection:**  
*Value* – We value academic excellence, continuous innovation and principled decision-making. E. Schuller
- 4. From the Frontline: Academic Presentation**  
➤ “Research at Brescia in the Teacher Scholar Tradition” L. Frederking  
**From the Frontline: Administrative Presentation**  
➤ Centennial Launch Comms Team
- 5. Business Meeting**
  - a. Annual Commitment to BUC *Code of Conduct*
  - b. Declarations of conflict of interest
  - c. Approval of Draft Minutes
    - i. Board of Trustees, June 27, 2018
  - d. Business arising from Minutes
    - i. Follow-up action on Town Hall Summary to be discussed under IPC.
  - e. Recommendations for Minutes to be Released to the Internet
  - f. Report from the Principal S. Mumm
    - i. Canonical Sponsorship: Update on Options

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1. Given the Elected Trustee population of the 2018–19 academic year, *quorum* is achieved by the participation of 10 Elected Trustees.

- ii. 2018–19 Residence Occupancy
- iii. Centennial Calendar
- iv. *Constitution of Brescia Council* Revision

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

g. Factual Certificate S. Mumm

**6. Board Chair Report**

K. Fryday–Field

- a. Affiliated Board Chairs Meeting Update
- b. Board Retreat December 1, 2018
  - Call for Board Orientation and Discussion Topics
- c. Board Standing Committee Membership

**Proposal #2: That the Board of Trustees approve the Board Standing Committee Membership.**

d. Board Goals 2018–19

**Proposal #3: That the Board of Trustees approve the Board Goals for 2018–19.**

**7. Strategic Plan: Items still requiring Board clarification (*for discussion*)**

- 1) Community Engagement
- 2) Emphasis on Research at Brescia
- 3) Common Intellectual Experience

**8. Reports and Proposals of the Standing Committees**

- a. Advancement Committee Report M. Khademi
  - i. Summary of Office of Advancement Activities
- b. Employee Relations Committee Report K. Darling
  - i. Work Plan (*for information*)
  - ii. Terms of Reference

**Proposal #4: That the Board of Trustees acknowledge that the ERC reviewed their Terms of Reference and reported to the Governance Committee that there were no changes and they are current.**

- c. Executive Committee Report K. Fryday–Field
  - i. Chancellor Search Update
  - ii. Status of Principal’s Evaluation
- d. Finance, Audit & Investment Committee Report B. Walton
  - Summary Statement of Operations
  - i. Terms of Reference

**Proposal #5: That the Board of Trustees acknowledge that the FAIC reviewed their Terms of Reference and reported to the Governance Committee that there were no changes and they are current.**

- ii. Grounds Keeping Services
  - Briefing Note to FAIC

**Proposal #6: That the Board of Trustees approves and authorizes Brescia management to proceed with final negotiations for a 3–year contract with Van Horik’s Landscaping Inc. for year–round grounds keeping care, valued at \$391,119 plus HST (with further 2–year renewal option valued at \$273,957 plus HST), for a total possible contract value of \$665,076 plus HST.**

- iii. Revised Expense and Travel Policy

**Proposal #7: That the Board of Trustees approves the revised Expense and Travel Policy as recommended by the Finance, Audit and Investment Committee.**

- iv. Setting the Operating Reserve for 2018–19

**Proposal #8: That the Board of Trustees sets the Operating Reserve at \$3 million for fiscal 2019, in accordance with the Reserves Policy.**

- v. Ratification of Sale: Gift of Real Property

**Proposal #9: That the Board of Trustees approves the following:**

- 1) The entry by Brescia University College (“Brescia”) into a September 24, 2018 agreement to sell 42 Victoria Street, Bayfield, Ontario (the “Property”) to Donna Maria Steck (the “Agreement”) in the form of the document appended to the minutes of this meeting be and is hereby confirmed,

ratified and approved.

2) The entry by Brescia into a September 24, 2018 amendment to the Agreement (the “Amendment”) in the form of the document appended to the minutes of this meeting be and is hereby confirmed, ratified and approved.

3) Any one or more officers of Brescia be and are hereby authorized to sign such further and other documents and to do such further and other acts and things as they, in their discretion, may deem to be necessary and appropriate to give effect to the terms and provisions of the Agreement as amended by the Amendment and to complete the transaction contemplated thereby, the signing or doing thereof to be deemed to be conclusive evidence of Brescia’s approval therefore.

e. Governance Committee Report

K. Fryday–Field

i. Electronic recording of Board Minutes

ii. Revised Code of Conduct (*for approval*)

**Proposal #10: That the Board of Trustees approve the revised Code of Conduct as recommended by the Governance Committee.**

iii. Work Plan (*for information*)

iv. Terms of Reference (*for approval*)

**Proposal #11: That the Board of Trustees approve the revised Governance Committee’s Terms of Reference as recommended by the Governance Committee.**

f. Institutional Planning Committee Report

A. Conyngham

i. Revised Strategic Plan (*for approval*)

**Proposal #12: That the Board of Trustees approve the Revised Strategic Plan as recommended by the Institutional Planning Committee with the proviso that the Board is seeking to work on clarifying goals and KPIs in the following three areas:**

- 1) Community Engagement
- 2) Emphasis on Research at Brescia
- 3) Common Intellectual Experience

- ii. Academic Pavilion Accountability Report
- iii. Discussion on Town Hall Summary arising from June 27, 2018 Minutes

**9. For Information**

- a. Report from the BUC Alumnae Association L. Eldik
- b. Report from the BUC Students Council M. Hunter

**10. Other Business**

**Adjourned**