



BOARD OF GOVERNORS
Approved Minutes of the Meeting (Open Session) held on
Tuesday, March 28, 2023, 3:00 p.m.
Room 104, Weldon Law Building, 6061 University Ave

MEMBERS PRESENT:

Cheryl Fraser (Chair), Paul Beesley, Anne Campbell, Level Chan, Glen Dexter, Cassandra Dorrington, Jonathon Frontain, Angeline Gillis, Ahsan Habib, Kristan Hines, Joyce Hoeven, Shona Kinley, Murray Lyu, Jay MacIsaac, Merle MacIsaac, Catherine MacPherson, Arvin Ramlakhan, Devarsh Sood, Louise Spiteri, Caroline Zayid

MEMBERS REGRETS:

Scott Brison, Frank Harvey (Acting President), Aparna Mohan

NON-MEMBERS PRESENT:

Kim Brooks (Acting Provost & Vice-President Academic), John Hope (General Counsel & University Secretary), Gitta Kulczycki (Vice-President Finance & Administration), Cheryl MacDonald (Associate Secretary, Board of Governors), Judith Ng'ethe (Associate Secretary, Senate)

GUESTS:

Quenta Adams (Assistant Vice-Provost Student Engagement and Success), Danielle Boyd (Associate Legal Counsel), Cheryl Earle (Chief Financial Officer & Assistant Vice-President, Finance), Rick Ezekiel (Vice-Provost Student Affairs), Lachlan MacLeod (Intellectual Property Officer), Laurel Munroe (Director Communications and Public Relations), Rochelle Owen (Executive Director, Office of Sustainability), Matt Proctor (Assistant Vice-President Communications, Marketing and Creative Services), Mary-Ann Rowston (Director, Budgets & Financial Analysis), David Westwood (DFA Observer)

1. Approval of Agenda

The agenda was approved as presented.

2. Presentation: Operational Sustainability Projects – 5 Year Plan of Action

C. Fraser introduced R. Owen, Executive Director of the Office of Sustainability.

R. Owen presented an overview of the Office of Sustainability (“The Office”). The Office works to incorporate sustainability concepts and criteria into policy and planning, building and retrofit projects, and operations, and engages students, staff, and faculty in practicing sustainable behavior.

R. Owen highlighted initiatives of the five-year action plan, which will focus on transportation and accessibility planning; energy and climate project studies; supportive plans for university initiatives like the campus master plan and capital planning; and exploring options for purchasing electricity from renewable energy sources. She spoke to performance measures and targets used to track progress, noting that the Office supports university-wide public sustainability reporting.

A key goal of the Office is engagement with students and campus community members through a variety of on-campus educational and community programming including Sustainability Month, Bike Week and Biodiversity Week. Student and academic engagements also extend to class projects, internships, peer educators and committee work across a variety of disciplines including Science, Engineering, and Sustainability.

R. Owen concluded her presentation by highlighting current projects underway, including the deep building retrofits, and spoke to ongoing efforts to secure external funding to advance major capital projects in the climate change plan.

Following the report, R. Owen addressed questions related to tracking metrics and monitoring ongoing programs, noting that the Office uses the Sustainability Tracking, Assessment & Rating System (STARS), which is a transparent, self-reporting framework designed specifically for universities and colleges to measure their sustainability performance. Board members commended R. Owen on the detailed presentation and the breadth of programs, activities and partnerships initiated by the Office of Sustainability. It was noted that R. Owen reports annually to the Capital Projects and Facilities Committee on progress made on key operational sustainability efforts as articulated in the University Sustainability Operations Plan.

3. Consent Agenda

The following items were adopted by consent.

3.1 Minutes of Meeting of February 14, 2023

THAT the minutes of the meeting of February 14, 2023 be approved as presented.

Approved by CONSENT.

3.2 Board of Governors Appointment 2023-24

THAT the Board of Governors, on the recommendation of the Governance and Human Resources Committee, approve the nomination of Louis Lawen for recommendation to the Governor in Council for appointment to the Board of Governors of Dalhousie University for a three-year term from July 1, 2023 to June 30, 2026.

Approved by CONSENT.

3.3 Matters from Senate

3.3.1 New Program Proposal – Post Diploma Bachelor of Health Science (Emergency Medical Services Management), Faculty of Health

THAT the Board of Governors approve the program proposal for a Post Diploma Bachelor of Health Science (Emergency Medical Services Management), Faculty of Health, as presented.

Approved by CONSENT.

4. Business Arising from the Minutes

There was no business noted.

5. Items for Decision

5.1 Budget Advisory Committee (BAC) Report LXIII

K. Brooks presented an overview of the recommendations in the Budget Advisory Committee (BAC) Report LXIII. She spoke to campus engagement which included a survey to students, faculty and staff, a Senate think tank session and email feedback, and reviewed revisions to the BAC report including clarification of wording on International Graduate tuition; revisions of the Enrolment Related Budget Adjustment estimate based in enrolment numbers; and an investment in capital infrastructure of \$0.3M. She spoke to challenges in balancing the budget, noting that projected operating costs increase at a faster rate than government support, creating a gap that must be addressed by increasing revenue and/or adjusting expenditures.

G. Kulczycki presented recommendations for the 2023-24 budget plan, which include a 3% increase in tuition for all programs for domestic students, an overall average increase of 7.5% for returning international students, and Faculties and units are asked to address a 1.5% gap between expenditures and funding allocated. A 2% inflationary lift has been applied to Faculty/unit non-salary budgets and library acquisition costs, and there will be a \$4M investment in Accessibility and Code Modifications, and continued investments for Strategic Initiatives Funding (SIF) directed towards accomplishing key objectives in the strategic plan “Third Century Promise” and other essential investments.

G. Kulczycki reviewed student assistance recommendations, including \$50,000 to support student housing security, \$0.6M to support international students as part of the implementation of the international student cohort tuition model, \$50,000 for the third year of a four-year increase for the First Nations and Indigenous Black renewable scholarships, and \$0.5M in increased endowment support to students.

Following the report, G. Kulczycki responded to questions related to student housing and spoke briefly to the strategies to increase housing capacity, which is a long-term endeavour. She also noted that the budget allocation to support student housing security is to enable the University to respond nimbly to any crises that may arise, and this funding is administered through the Office of the Vice-Provost Student Affairs.

6. Items for Decision

Finance, Audit, Investment & Risk Committee

6.1 2023-2024 University Operating Budget

C. Dorrington provided introductory comments, noting that the operating budget and fee recommendations presented today were given robust consideration by the Finance, Audit, Investment and Risk Committee at its meeting on March 9, 2023, and that these were approved unanimously for recommendation to the Board.

C. Dorrington reviewed highlights from the budget including \$0.7M in ongoing supports for scholarships and bursaries; \$3.75M in investments in essential priorities; \$4M in deferred maintenance funding; \$4M in accessibility and code modification; \$1.5M in enrolment-related tuition adjustments; \$0.6M in cyber security; \$0.6M in research security; and \$0.3 in investment capital.

Following the report, G. Kulczycki responded to questions related to upcoming negotiations for the new Memorandum of Understanding with the Province and the additional government grant received to increase capacity in the MD program.

Moved by C. Dorrington, seconded by G. Dexter:

THAT the Board of Governors, on the recommendation of the Finance, Audit, Investment and Risk Committee, approve the 2023-2024 Operating Budget with revenues and expenditures each of \$558.7 million.

CARRIED.

(J. Frontain, M. Lyu abstaining)

6.2 2023-2024 Student Fee Proposals

C. Dorrington introduced this item, noting the BAC’s extensive engagement with the University community, which began last fall. She spoke to key points related to the proposed tuition and fee recommendations, noting that the majority of the University’s revenue sources are tuition and the government grant, and highlighted the various increases in student assistance funding as presented in the budget.

Following the report, G. Kulczycki and M. Rowlston responded to a question related to the total cost to students, including mandatory fees. More information will be presented to the Board at a future meeting.

Board members agreed to consider the motions together.

Moved by C. Dorrington, seconded by S. Kinley:

6.2.1 Tuition and Facilities Renewal Fees

THAT the Board of Governors, on the recommendation of the Finance, Audit, Investment and Risk Committee, approve the 2023-24 tuition fees as presented in the attached tuition fee schedule including:

- a) In 2023-24, a 3% general tuition fee increase be applied for domestic tuition across all programs effective April 2023.**
- b) In 2023-24, a 7.5% tuition fee increase be applied to returning international students, or those international students not included in the new cohort model (3% increase on regular tuition plus a 10% increase on international tuition differential) across all programs (undergraduate and masters (non-thesis)), effective April 2023.**

AND

THAT the Board of Governors, on the recommendation of the Finance, Audit, Investment and Risk Committee, approve a 3% increase in the auxiliary fee for facilities renewal to \$103.60 per term for full time students, effective April 2023.

CARRIED.

(J. Frontain, M. Lyu abstaining)

6.2.2 Other Fees

C. Dorrington presented the motions on the proposed fee increases including the Facility Auxiliary fees, Residence and Meal Plan rates, Student Services fees, Dalhousie Medical Campus Response Team fee, and Halifax Transit U-Pass fees.

Board members agreed to consider the motions together.

Moved by C. Dorrington, seconded by C. MacPherson:

6.2.2.1 Faculty Auxiliary Fee

THAT the Board of Governors, on the recommendation of the Finance, Audit Investment and Risk Committee, approve the Auxiliary fee changes for 2023-24 as presented, effective April 1, 2023.

CARRIED.

6.2.2.2 Residence and Food Service Fees

THAT the Board of Governors, on the recommendation of the Finance, Audit, Investment and Risk Committee, approve the 2023-24 residence and meal plan rate schedule as presented, effective for the Fall term 2023.

CARRIED.

6.2.2.3 Student Service Fee

THAT the Board of Governors, on the recommendation of the Finance, Audit, Investment and Risk Committee, approve the 2023-24 Student Services fees as follows:

The Student Services fees for all Halifax campus students be increased by:

- \$5.15 per term for a full-time student, to a total of \$177.55**
- \$3.40 for a full-time summer student, to a total of \$117.50, and**
- \$1.45 for part-time students in fall, winter and summer terms, to a total of \$49.25**

The Student Services fees be increased by \$10.30 per 8-month period for full-time students in Medicine and Dentistry on the Halifax campus, to a total of \$355.10.

The Student Services fees for all Truro campus students be increased by:

- \$4.70 per term for a full-time student, to a total of \$160.50
- \$2.90 for a full-time summer student, to a total of \$100.40, and
- \$0.95 for part-time students in fall, winter and summer terms, to a total of \$32.20.

CARRIED.

6.2.2.4 Dalhousie Medical Campus Response Team Fee

THAT the Board of Governors, on the recommendation of the Finance, Audit, Investment and Risk Committee, approve the 2023-24 Dalhousie Medical Campus Response Team (DMCRT) fee as follows:

The DMCRT fees for all Halifax campus students be implemented as:

- \$2.50 per term for a full-time student
- \$2.50 for a full-time summer
- \$2.50 for part-time students in fall, winter and summer terms

The DMCRT fee be implemented as \$5.00 per 8-month period for full-time students in Medicine and Dentistry on the Halifax campus

CARRIED.

6.2.2.5 Halifax Transit U-Pass Fee

THAT the Board of Governors, on the recommendation of the Finance, Audit, Investment and Risk Committee, approve the 2023-24 U-Pass fee of \$170.22 for full-time (fall/winter) students (pro-rated to \$85.11 for the winter and summer terms), effective for the Fall term 2023.

CARRIED.

6.2.3 DSU-Proposed Fees

6.2.3.1 Student Health and Dental Plan

C. Dorrington presented the motions on the proposed fee increases, which were approved by the Dalhousie Student Union Council.

Board members agreed to consider the motions together.

Moved by C. Dorrington, seconded by J. Frontain:

THAT the Board of Governors, on the recommendation of the Finance, Audit, Investment and Risk Committee, approve an increase to the DSU Domestic Health and Dental Plan single student fee of \$2.94 (to a total of \$482.89 per year) for all full-time students at both the Halifax and Truro campuses.

THAT the Board of Governors, on the recommendation of the Finance, Audit, Investment and Risk Committee, approve an increase to the DSU Domestic Health and Dental Plan family fee of \$2.94 (to a total of \$482.89 per year) for all full-time students at both the Halifax and Truro campuses. These fees are in addition to single fees.

CARRIED.

6.3 Intellectual Property Policy

C. Dorrington introduced John Hope, General Counsel & University Secretary, to present the Intellectual Property Policy.

J. Hope provided a high-level overview of the new Intellectual Property Policy. The Policy will create a single repository for the rules relating to the use and ownership of Intellectual Property (IP) at Dalhousie. Oversight of the policy will be managed by the IP Officer, a new position that was created last year. The IP Officer reports to General Legal Counsel and is expected to impart impartial advice to faculty, staff and students related to IP rights, as well as to mitigate and mediate disputes which may arise with respect to those rights. The IP Officer is also expected to ensure the University community is educated on matters contained within the policy.

Following the report, J. Hope and L. MacLeod addressed questions related to copyright concerns relative to AI software, management systems in place to protect research, and assistance for researchers to facilitate and navigate these processes. Additional discussion surrounded clarification of inclusive terminology in relation to Indigenous groups; General Counsel will undertake a review of the language contained within the policy to ensure inclusiveness of all Indigenous groups, including the Innu.

Responding to a question on processes in place to guide administrative decisions, J. Hope noted that Legal Counsel Office is regularly consulted on such matters and has an established set of guidelines with respect to how advice is provided to ensure administrative decisions are consistent with procedural fairness.

Moved by C. Dorrington, seconded by A. Habib:

THAT the Board of Governors, on the recommendation of the Finance, Audit, Investment and Risk Committee, approve Dalhousie's Intellectual Property Policy.

CARRIED.

7. In Camera Session

The Board moved to the *in camera* session.

8. Adjournment

The meeting adjourned at 5:10pm.