

**BOARD OF GOVERNORS**

**PUBLIC SESSION MINUTES**

**Friday, May 20, 2016 - 10:00 am**

**UNBC Senate Chambers Room #1079**

**Present:** J. Moore, D. Weeks, K. Beeler, K. Lewis, K. LaForge, R. Matheson (Chair), S. Simmons, S. Yu, T. Wolsey, J. Ziebart (Vice-Chair), W. Schwab, M. Ifem, C. Clyne

**Regrets:** H. Nyce, Sr.

**Administration:** D. Ryan (Interim Vice-President Academic and Provost), R. Knight (Vice-President of Finance and Business Operations), G. Payne (Interim Vice-President Research), B. Daigle (Director of Human Resources), H. Sanford (University Secretary), C. Smith (Director of Finance & Budgets), S. Hoff (Governance Officer – Recording), D. Nagy (Executive Assistant - Support)

---

**1. Approval of Agenda**

Amendments: K. Lewis - that Agenda item 2.a. “an in-depth explanation of the timelines of the budget approval process” be added. Approval of the Financial Overview and Budget Framework becomes 2.b.

MOTION: 2016BP05.20.01 (C. Clyne / S. Simmons)

*That, the Agenda for the Public Session of the May 20, 2016 meeting of the Board of Governors be approved as amended.*

CARRIED

**2. Approval of the Financial Overview and Budget Framework**

a. R. Knight provided in-depth explanation of the timelines of the budget approval process.

K. Lewis requested clarification re: whether or not the Board approved the budget in the 2015/2016 fiscal year and re: when the Board was going to approve the 2016/2017 budget? R. Knight noted two factors that may have led to confusion on this point: the timeline for reporting to government has changed and; titles for various reports and statements have changed. C. Smith advised that the document that was presented to the Board on May 30<sup>th</sup>, 2015 contained the overall budget for the consolidated operating fund and the ancillary fund and was approved by the Board. By approving that document, the Board approved the budget.

K. Lewis requested that C. Smith identify specifically what the Board is being asked to vote on, as they go through the presentation.

b. **Financial Overview and Budget Framework 2016/2017**

C. Smith made a presentation to the Board, titled: *2016/17 Financial Planning Update*, with additional commentary provided by D. Ryan and R. Knight. R. Knight noted that as stewards of the University’s resources we must ensure that the people, financials, and the physical plant are used wisely to further the mission of the University. The budget being presented is a status quo budget to allow planning to occur and to better ensure that changes are made in a strategic and disciplined way going forward. Non-recurring adjustments have been used to balance the budget in 2015/16 and 2016/17: One time short term fixes that enable the University to manage through this time of transition and planning. D. Ryan noted the need to make more strategic decisions going forward and that in order to do that we need to understand not only the academic plan, but the research plan and the people plan. Academic planning has been underway for almost

a year and we are currently preparing to move into Phase II, which involves putting together working groups to review various portions of the Academic Plan.

C. Smith advised that the University is committed to developing a new decentralized budget model, and gradually transition to greater responsibility for all departments and stakeholders across the University.

The University is committed to continuing to improve financial communications and transparency within the University community, and supplemental reporting is being developed with the intention of providing additional information online by the end of September. The Board will be kept up to date as this occurs.

C. Smith then specifically reviewed the UNBC 2016/17 Financial Planning Overview document with the Board. The following motion was then approved by the Board:

MOTION: 2016BP05.20.02 (K. Lewis / S. Simmons)

*That the Board of Governors approves the Financial Overview and Budget Framework 2016/2017 for the University of Northern British Columbia, as presented.*

CARRIED

Abstention (2) Opposed (3)

### 3. **Adjournment**

MOTION: 2016BP05.20.03 (S. Yu)

That, the meeting be adjourned.

CARRIED