
McMaster University

MINUTES OF THE BOARD OF GOVERNORS

June 6, 2019 at 8:30 a.m.

Council Room, Gilmour Hall

PRESENT: Mr. P. Douglas (Chair), Ms L. Allan, Ms. J. Allen, Mr. A. Colgoni, Ms. S. Cruickshanks, Dr. P. Deane, Mr. S. Donnelly Dr. D. Farrar, Mr. D. Feather, Dr. C. Filipe, Dr. A. Holloway, Mr. D. Horwood, Mr. D. Huctwith, Ms. R. Jamieson, Dr. R. Kleiman, Mr. B. Merkel, Mr. R. Narro Perez, , Mr. K. Nye, Ms. J. Rowe, Ms. F. Samji, Mr. N. Skelding, Dr. D. Sloboda, Ms. C. Stefankiewicz, Dr. E. Szathmáry, Mr. T. Valeri, Dr. R. Walker, Mr. D. Williamson, Ms. H. Ayre (Acting University Secretary), Ms. M. Zheng (Associate University Secretary), Mr. T. Paul (Governance Coordinator)

OBSERVERS: Mr. R. Couldrey, Ms. E. Davies, Dr. M. Grignon, Ms. D. Henne, Dr. B. Levy, Ms M. Williams

INVITED: Dr. A. Joseph, Assistant Professor, School of Social Work and Co-Chair, President's Advisory Committee on Building an Inclusive Community
Dr. J. Lee, Associate Vice-President (Institutional Research and Analysis)
Ms. D. Martin, Assistant Vice-President and Chief Facilities Officer
Ms L. Mitton, Controller, Financial Affairs
Ms. W. McKenna, Assistant Vice-President and Chief Human Resources Officer
Ms. L. Morine, Associate Director, Health, Safety and Risk Management

REGRETS RECEIVED: Ms. E. Alfanous, Ms. L. Brown, Ms. S. McLarty, Dr A. Niec, Dr. P. O'Byrne, Ms. J. Pike, Mr. J. Schertzer

A. OPEN SESSION

1. REMARKS FROM THE CHAIR

Mr. Douglas welcomed members to the final meeting of the 2018-2019 academic year.

2. NOTICE OF MEETING – MAY 23, 2019

The Notice of Meeting was circulated on May 23, 2019.

3. APPROVAL OF THE AGENDA – OPEN SESSION

Mr. Douglas noted that a request was made to withdraw Agenda Item 7.b.ii. Faculty Professional Development Allowance (PDA) Policy and Procedures from the Consent agenda. It was explained that not all changes were included in the circulated document. The policy will be brought forward for approval at a future meeting.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve the Open Session agenda for the meeting of June 6, 2019, including the removal of Agenda Item 7.b.ii., and that agenda items 4-7 be approved or received for information by Consent.

The Motion was *Carried*.

CONSENT

4. MINUTES OF THE PREVIOUS MEETING – April 18, 2019 (OPEN SESSION)

Motion:

that the Board of Governors approve the Open Session minutes of the meeting held on April 18, 2019 as circulated.

Approved by Consent

5. BUSINESS ARISING

6. REPORTS FROM SENATE

- a. Pregnancy, Parental Leave Policy for Faculty and MUFA Librarians SPS C4**

Motion:

that the Board of Governors approve the amendments to the Policy for Faculty Librarians SPS C4.

Approved by Consent

- b. Recommendations of the Drafting Committee to Review Material Provided to External Referees for Promotion of Teaching-Stream Faculty**

Motion:

that the Board of Governors approve revisions to the ‘McMaster University Revised Policy and Regulations With Respect to Academic Appointment, Tenure and Promotion (2012)’ and to Supplementary Policy Statements B5

and B12, as set out in the attached report of the Drafting Committee to Review Material Provided to External Referees for Promotion of Teaching-Stream Faculty.

Approved by Consent

c. Terms of Reference – Associate Dean, Continuing Professional Development

Motion:

that the Board of Governors approve the creation of the position Associate Dean, Continuing Professional Development, effective July 1, 2019.

Approved by Consent

7. COMMITTEE REPORTS

a. Planning and Resources Committee

i. McMaster Innovation Park – Audited Financial Statements

Motion:

that the Board of Governors receive the McMaster Innovation Park 2018 audited financial statements, as contained in Attachment I.

Approved by Consent

ii. Salaried Pension Plan Asset/Liability Study and Investment Recommendations

Motion:

that the Board of Governors approve the changes to the long-term asset mix strategy as outlined below for the Contributory Pension Plan for Salaried Employees:

- **Maintain the current allocation to return-seeking assets (65% of the portfolio) and risk reducing assets (35% of the portfolio.)**
- **Increase allocation to real estate and infrastructure with the intention of allocating to a target weight of 10% (currently 1%) portfolio allocation plus or minus 5%**
- **Extend the duration of the bond portfolio to provide better matching of assets with liabilities by increasing the allocation to long bonds from 15% to 25% by reducing allocations to Real Return bonds to 0% and Universe Bonds to 10%.**
- **Transition from the allocation to Active Universe Bonds to passive Long- term Bond**

Any necessary revisions to the Statement of Investment Policies and Procedures will be tabled at a future Meeting, as the strategy is implemented.

Approved by Consent

b. Remunerations Committee

i. Ratification of Tentative Agreement - McMaster University Academic Librarians' Association (MUALA)

The material was for information.

c. Executive and Governance Committee

i. Ratification of Tentative Agreement - McMaster University Academic Librarians' Association (MUALA)

The material was for information.

REGULAR

8. BUSINESS ARISING

There was no business arising from the minutes of the meeting held on April 18, 2019

9. COMMUNICATIONS

There were communications for the meeting held on June 6, 2019.

10. PRESIDENT'S REPORT TO THE BOARD

The Board was given an update regarding the recently announced Juravinski gift, which will create an endowment of more than \$100 million to support researchers across McMaster, Hamilton Health Sciences, and St. Joseph's Hospital. This estate gift is one of Canada's largest ever legacy gifts and will provide up to \$5 million a year to the institutions, in perpetuity. The endowment will create the Juravinski Research Centre, which will fund health research in a variety of areas including cancer, mental health, lung and respiratory care, and diseases of aging. Members of the Board of Governors expressed appreciation for the gift and asked that the Secretary of the Board convey this to the Juravinski family.

The Board was provided with an update regarding the developments regarding the University Secretary selection committee. It was explained that the Committee's work is

underway, with the goal being to have a replacement Secretary in place as soon as possible after Ms Ayre's departure. Dr. Deane thanked Ms Ayre for her service over the past few months.

Members heard of McMaster's forthcoming spring convocation ceremonies. It was noted that approximately 5,000 students will be graduating, and a number of Honorary Degrees will be awarded, including to Dr. Donna Strickland, Nobel Prize winner. Dr. Deane noted that it will be Dr. Suzanne Labarge's final convocation season as Chancellor of McMaster University. Members of the Board of Governors expressed the University's gratitude to Ms Labarge for her exemplary service over the last six years.

11. COMMITTEE REPORTS

a. Executive and Governance Committee

Mr. Merkel discussed the circulated material, noting that on April 18, 2019, the Board of Governors approved in principle, on the recommendation of the Executive and Governance Committee, revisions to By-Law 5(a) – Audit Committee. Details of the proposed revisions are contained in Attachment I of the circulated report and are now presented to the Board of Governors for final approval.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve, the attached revisions to By-Law 5(a) – Audit Committee within the Board of Governors By-Laws, as amended.

The motion was *Carried*.

b. Planning and Resources Committee

i. Consolidated Budget 2019-2020

Members were informed that on May 23, 2019, the Planning and Resources Committee reviewed and approved for recommendation to the Board of Governors, the 2019-2020 Consolidated Budget. The budget was also presented to the University Planning Committee and Senate for information.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve the 2019-2020 Consolidated Budget, as recommended by the Planning and Resources Committee.

The motion was *Carried*.

ii. **Tuition and Miscellaneous Fees**

On May 23, 2019, on the recommendation of the Budget Committee and the University Student Fees Committee, the Planning and Resources Committee reviewed and approved for recommendation to the Board of Governors, the 2019-2020 and 2020-2021 tuition and miscellaneous fees.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve the tuition and miscellaneous fees, as recommended by the Planning and Resources Committee.

The motion was *Carried*.

iii. **Capital Plan 2019-2020**

On May 23, 2019, the Planning and Resources Committee reviewed and approved for recommendation to the Board of Governors, the 2019-2020 Capital Plan.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve the 2019/2020 Capital Plan, as circulated.

The motion was *Carried*.

iv. **Research Residuals Policy**

On May 23, 2019, the Planning and Resources Committee reviewed and approved for recommendation to the Board of Governors, the proposed amendments to the Research Residuals Policy.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve the amendments to the Research Residuals Policy, as circulated.

The motion was *Carried*

v. **BMO Credit Limits Recommendation**

On May 23, 2019, the Planning and Resources Committee reviewed and approved for recommendation to the Board of Governors, the proposed increase to the combined credit limit under the BMO credit facility.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve that the combined credit limit under the BMO credit facility (“Credit Facility 3”) used for the University’s travel and expense cards and procurement cards be increased from \$5 million to \$10 million. Further, that the Planning and Resources Committee delegates to Vice President Administration and Assistant Vice President and Chief Financial Officer the authority to execute any and all necessary documents associated with the credit facility.

The motion was *Carried*.

vi. **Restatement of Plan Texts**

On May 23, 2019 the Planning and Resources Committee reviewed and approved for recommendation to the Board of Governors, Amendment #1 to the Contributory Pension Plan for Hourly-Rated Employees of McMaster University Including McMaster Divinity College.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve Amendment #1 to the Contributory Pension Plan for Hourly-Rated Employees of McMaster University Including McMaster Divinity College (as amended and restated effective January 1, 2019), as contained in the attachment.

The motion was *Carried*.

c. **Human Resources Committee**

i. **Proposed Revisions to Board By-Laws**

Mr. Merkel discussed the circulated material, noting that on June 3, 2019 the Human Resources Committee reviewed and approved a revision to

Board By-law 15, 5. (i) pertaining to the membership of the Human Resources Committee. It was explained that the proposed revision will reflect the University's new convention that the normal number of terms for the new Chair be increased from two to three. Additional details of the rationale for the proposed revision were reported to the Board.

Members heard that the Human Resources Committee has requested that the Board suspend the portion of Board By-law 15, 5. (i) that pertains to the work of the Human Resources Advisory Panel. It was explained that there will be an Acting President during 2019-20 and as a result, the performance evaluation process may need to be modified. It was noted that if approved, both revisions will take effect July 1, 2019.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve the attached revisions to By-Law 15, 5. (i) – Human Resources Committee, within the Board of Governors By-laws, as circulated, effective July 1, 2019.

The motion was *Carried*.

IT WAS DULY MOVED AND SECONDED,

that the Board of Governors approve the suspension of the Human Resources Advisory Panel for the 2019-2020 governance cycle, as set out in the attached.

The motion was *Carried*.

12. REPORTS RECEIVED FOR INFORMATION

a. Report from Health, Safety and Risk Management

Ms Morine provided an overview of the report from Health, Safety and Risk Management for the period of March 23, 2019 to May 9, 2019.

b. President's Advisory Committee on Building an Inclusive Community – Annual Report

Dr. Ameil Joseph addressed the President's Advisory Committee on Building an Inclusive Community Annual Report.

13. RECOGNITION OF RETIRING BOARD MEMBERS

Mr. Douglas recognized the contributions of the following members retiring from the Board of Governors:

Ms Essma Alfanous, representative of undergraduate students
Dr. Jonathan Schertzer, Teaching staff elected member
Mr. Charles Keizer, Lieutenant Governor in Council appointed member
Mr. Mark Runciman, Lieutenant Governor in Council appointed member
Dr. Patrick Deane, President and Vice-Chancellor

Gifts of appreciation were presented, and Mr. Douglas thanked all retiring members for their valuable service. Ms Rebecca Jamieson presented Dr. Patrick Deane with a gift of appreciation on behalf of Six Nations Polytechnic.

Dr. Deane informed the Board that it was Mr. Douglas's final meeting as Chair of the Board of Governors. Members of the Board of Governors thanked Mr. Douglas for his dedication, counsel and contribution to the University.

14. OTHER BUSINESS

There was no other business for the open session portion of the meeting