

UNIVERSITY OF KING'S COLLEGE BOARD OF GOVERNORS
EXECUTIVE COMMITTEE MINUTES

The Executive Committee of the University of King's College Board of Governors met by Zoom teleconference and in person on Thursday, June 13, 2024, at 12:00 p.m.

Last Name	First Name	Title	Present	Regrets
BURTON	Kathryn	(Diocesan Representative)	X	
CLIFT	Dr. Sarah	(Vice-President)	X	
BOOS	Dr. Stephen	(Faculty Representative)	X	
GRAY	Jennifer	(Secretary)	X	
LAHEY	Prof. William	(President and Vice-Chancellor)	X	
MACCALLUM	Sara	(King's Students' Union President)	X	
McGRATH	Stephanie	(Alumni Representative)	X	
MACLENNAN	Dale	(Treasurer)	X	
ROSENFELD	Naomi	(Vice-Chair)	X	
RUCK	Douglas, K.C.	(Chair)	X	
WRIGHT	Hugh	(Diocesan Representative)	X	

By invitation:

Last Name	First Name	Title	Present	Regrets
ABBOTT	Adriane	(Advancement Director)	X	
HAZEL	Pam	(Manager of Governance and University Ceremonies)	X	
O'HEARN	Justin	(Interim Registrar)	X	
SANDS	Bonnie	(Bursar)	X	
WILSON	Jeff	(Interim Dean of Students)	X	

At 12:06 p.m., the Chair called the meeting to order.

(2024:13) INVOCATION

The Chair opened with a land acknowledgement.

(2024:14) NECROLOGY

The Secretary read the necrology. Remembrances were shared concerning several individuals named. Board members acknowledged and extended condolences to Catherine Martin on the passing of her daughter. A moment of silence was observed.

(2024:15) CHAIR'S REMARKS

The Chair proceeded with the agenda.

The President welcomed and recognized Jeff Wilson as the Interim Dean of Students who is attending his first meeting of the Executive Committee. The President also announced that Dean of Students, Katie Merwin, had given birth.

(2024:16) CONSENT AGENDA

A Consent Agenda addressing the following matters was circulated:

- a) Approval of Minutes of March 7, 2024
- b) Reports from Officers
 - i. Vice-President
 - ii. Registrar
 - iii. Advancement Director
- c) Reports from Committee Chairs
 - i. Advancement
 - ii. Campus Planning
 - iii. Finance, Audit and Risk Committee
- d) Report of the Alumni Association
- e) Annual Reports
 - i. Academic Integrity Officer
 - ii. Accessibility Officer
 - iii. FOIPOP Officer
 - iv. Security and Surveillance Report
 - v. Equity Office
 - vi. Sexual Health and Safety Officer

The Chair declared the consent agenda approved as presented for this meeting.

(2024:17) BUSINESS/DECISION ITEMS**a) Status Report on the Implementation of the Recruitment and Enrolment Plan**

The President referred to his written report and added a qualification with respect to action item #8, which indicated that Kutay Ulkuer, the incoming Chief Enrolment and Student Life Officer (CESLO), would chair the Enrolment Management Committee. However, he noted that this detail is still under discussion. The President then invited questions on his report.

The Vice-President expressed gratitude to the President for his exceptional efforts over the past year with managing changes in the Registrar's Office.

b) 2023-24 Financial Statements**i. Audited Financial Statements 2023-24 and Management Discussion & Analysis**

The Bursar reported that there was an operating cash deficit of \$280,000, which is lower than the projected amount. However, the audited statements show a deficit of \$1.3 million, primarily due to legal claims from the Hankey case being expensed, although they were covered by reserves. Dalhousie and the Diocese of NS and PEI will contribute \$300,000 toward these claims, although these funds have not yet been received. Another claim is being processed, but this one is being covered by insurance.

There were no questions. The Treasurer emphasized that the audit was clean, with no qualifications or unadjusted errors. This was a significant achievement. The Chair thanked the Bursar.

ii. Accountability framework for investing internally restricted funds

The Bursar advised that she would present the Accountability Report on the Internally Restricted Funds in more detail at the Board meeting. The Treasurer proposed the following motions for approval:

MOTION: (Clift/McGrath) that the Executive Committee recommends that the Board of Governors approve the University of King’s College audited financial statements for the year ending March 31, 2024.

Further, that the Executive Committee recommends that the Board of Governors approve the withdrawal of \$280,000 from the internally restricted funds to cover the operating cash deficit for the year ending March 31, 2024. CARRIED.

c) Enrolment and Residence Occupancy Status

The Interim Registrar referenced the materials in the meeting package and advised that he would give an overview of the status of the 2024/2025 recruitment, retention, and enrolment numbers as well as other activities of the Registrar’s Office at the Board meeting.

The Interim Registrar advised that first-year enrolment numbers look very promising, and he is optimistic that this growth will continue.

The Interim Dean of Students reported that the residence applications are plentiful, and he expects residence to be at 100% capacity.

d) 2024-25 Operating Budget

i. Tuition, ancillary and auxiliary fee increases for 2024-25

The Bursar advised that she will present this report (and a fee comparison to last year) to the Board at its upcoming meeting.

MOTION: (MacLennan/Wright) that the Executive Committee recommend that the Board of Governors approve the proposed tuition and student fee increases for 2024-25 as presented. CARRIED, one contrary.

ii. 2024-25 Operating Budget

The Bursar advised that next week she will present a provisional budget to the Board. She noted that the original deficit number of \$2.4 million in March has been reduced by \$900,000.

MOTION: (MacLennan/Burton) that the Executive Committee recommends that the Board of Governors approve the University of King’s College operating budget for the 2024-25 fiscal year and mandates the President to take all measures that can reasonably be taken to ensure the deficit is lower than the currently projected deficit to the full extent possible, by, for example, a rigorous and continuous forecasting management process.

Further, that the Board of Governors approve the use of the reserves to finance the operating cash deficit for the 2024-25 fiscal year in an amount up to but not greater than the operating cash deficit in the proposed budget of \$1,496,000. CARRIED.

The President reminded Board members of the development of a plan to make significant/proportionate adjustments to the operations of the University to mitigate other deficits of this magnitude. There have not been any deep conversations about this yet. He reminded members that the Board has already stated that this should happen, and it would unavoidably involve potential loss of employment for some people. He noted that there is no alternative.

The President reported that the Treasurer, the Bursar and the current and incoming Investment Committee Chairs will be discussing creating a floor beyond which unrestricted funds would not be able to be further depleted to fund deficits.

The President also reported on the increase in the tuition differential for international students. There has been discussion as to whether this was a wise decision. He is not presuming the results of these conversations, but he has put the President of Dalhousie on notice that King's may consider ending automatically charging the same tuition as Dalhousie (specifically the differential for international students). There have been good conversations among the University and the KSU on tuition and budget.

(2024:18) GOVERNANCE, HUMAN RESOURCES AND NOMINATING BUSINESS AND CHAIR'S REPORT

The Secretary, as Chair of the Governance, Human Resources and Nominating Committee spoke of her report, which included the Annual Meeting resolutions that will be presented to the Board next week. She reviewed the pieces of the resolution.

MOTION: (Gray/Boos) that the Executive Committee recommends that the Board approve the Annual Meeting motions as presented in the meeting package. CARRIED.

Naomi Rosenfeld was recognized for her valuable contribution to the Board of Governors and the Governance Committee.

(2024:19) COMMITTEE BUSINESS AND UPDATES

Student Board members asked about the availability of a list of King's investments. The President indicated that this was to be discussed the following day at the Investment Committee meeting. The President indicated that the University will be vociferous with its fund managers that this disclosure needs to happen soon. The President reminded the Executive Committee that the current Investment Policy provides that information regarding King's investments is to be published.

There were no further reports or updates.

(2024:20) KING'S STUDENTS' UNION (KSU) REPORT

The KSU President directed Board members to the KSU report in the meeting package. The KSU President also made note of the tuition and fee consultation with the Bursar and the President.

(2024:21) PRESIDENT'S REPORT

The President spoke of his report. He noted that the report highlights the significant issues happening in the sector and updated the Board on how he is prioritizing his time.

Board members asked about the implementation of the Recruitment and Enrolment Plan and if there are going to be more aspects to the plan, including media outreach. The President advised that that there will be mostly a digital marketing strategy and M5 has been hired to assist.

Board members asked if the Board will be able to provide input into this plan. The President indicated that he was happy to provide to the Board whatever they would like to see. He also noted that the plan is not static.

(2024:22) VICE-PRESIDENT'S REPORT

The Vice-President referred to her written report included in the meeting materials. She highlighted the mandated yearly review of the Guidelines for Healthy Relationships with Students, which involves an informal review in the first year and a more formal university-wide review in the second year. She is proposing that a review be conducted in the fall with students and faculty, which will provide the opportunity to remind the community of the Guidelines.

Additionally, the Vice-President noted motions passed at the March faculty meeting aimed at easing faculty workloads. She also emphasized ongoing initiatives in work-integrated learning and experiential learning, with the first opportunity to run Humanities for Young People (HYP) since the pandemic.

There were no questions.

(2024:23) UPDATES FROM OFFICERS

There were none.

(2024:24) OTHER BUSINESS

The President of the KSU informed the Executive Committee that earlier that day, students in solidarity with Palestine had held a press conference where they issued updated demands to all universities, including King's. She stated that these demands will be forwarded to King's administration and the Board. She plans to include a resolution on this subject in the KSU June Board meeting report for presentation to the Board.

(2024:25) *IN CAMERA*

MOTION: (Ruck/Gray) that the Board of Governors enter an *in camera* discussion. CARRIED.

The meeting moved to an *in camera* discussion at 12:58 p.m.

MOTION: (Gray/Ruck) that the Board of Governors move out of the *in camera* discussion. CARRIED.

The Chair noted the contributions of the new Vice-Chair.

The meeting of the Board of Governors' Executive Committee was adjourned at 2:13 p.m.
Respectfully submitted,

Doug Ruck

Jennifer Gray