

**Present:** with Carol Ryder in the chair were the following: Dr. Daniel Doz, Iain Howe, Larry Clausen, Amanda Hu, Patti Dibski, Bobby Yin, Reid Cummings, A. Stewart Hanlon, Susanne DiCocco, Cassandra Dam, Sheila Taylor, Rickee-Lee Webster

**Regrets:** Ashif Merani, Spil Kousinioris

**Guests:** Dr. André Plante, Vice President Academic and Provost; Jamie Leong-Huxley, Vice President Advancement; Jill Brown, Vice President Administration; Andrea Power, Secretary to the Board of Governors

The Chair thanked all members and guests for attending this special Board meeting to discuss COVID-19 and the university's response. A special welcome to two new Board members, Sheila Taylor and Susanne DiCocco. The Treaty 7 Land Acknowledgement was then read.

## **1. Approval of Agenda**

It was confirmed that the in-camera session was not needed and would be removed.

**MOVED** by Dr. Doz and **SECONDED** by Ms. Hu:

**THAT** the Board of Governors approve the draft March 17, 2020 Board of Governors agenda, as revised.

**CARRIED**

## **2. AUArts Crisis Management**

### **2.1. Status Update**

Dr. Doz provided an update on the following eight aspects of the pandemic:

1. Suspending classes for one week to convert to moving classes to an online format or alternate delivery.
2. Transitioning staff and faculty to be working from home, with the exception of some essential services to remain on campus.
3. Providing access to equipment for students and staff
4. Monitoring closely all students who are studying abroad and the need to get them back to their home country.
5. Banning all university related travels and not recommending any personal travel.
6. Asking Finance team to start tracking the additional expenses incurred to AUArts related to covid-19. Closely monitoring student enrolment, which could likely be impacted.
7. Cancelling all on campus events. Continuing Education classes have also been cancelled and they were just about to enter their busiest period. July and August Continuing Education classes and pre-college are not cancelled at this time. If they are cancelled, this could further impact Fall 2020 enrolment.

8. Ramping up communication (overseen by the Crisis Management Team - CMT) as there has been an attempt to keep faculty, staff and students updated on almost a daily basis at the beginning of the crisis.

Further discussion included:

- Dr. Doz commended the work of the CMT noting everyone most eager to help. The transition for hands on, studio classes has been challenging, and the faculty and administration are working very hard to make this transition possible for students to complete their semester. The Board Chair thanked everyone on the CMT noting communications have been exemplary.
- Human Resources have worked very hard to ensure staff can work from home. It has been confirmed there is sick leave for part-time staff; however, hourly and casual do not have access to sick leave and pay. A salary relief program is being reviewed.
- With respect to managing mental health, staff and faculty have access to teleconference counselling with Homewood Health. Students have support through their health app as a part of the Health and Benefit program offered through the Student Association. University counsellors are also taking student calls.
- The President's Cabinet are currently working on scenarios for best and worst case for enrolment. This will be coupled into the Investment Management Agreement (IMA) projected changes. 60% of student enrolment comes from Calgary and 80% from Alberta. There is hope that the domestic Alberta enrolment will still be strong for Fall. International enrolment will be reviewed in the coming months but is expected to be greatly impacted by the pandemic
- The Board of Governors will continue to receive general communications; particularly as we need to be ready to move fast and change as required.

## **2.2. Internal Communications**

The AUArts internal communications have been provided in the meeting package up to March 15, 2020. All communications are being sent to the Board regularly and are also available on the AUArts COVID-19 website.

## **3. Board and Board Committee Meetings**

### **3.1. Meeting Schedule – until June 2020**

It was confirmed that the Board and the Board committees would continue to meet according to their meeting schedule below.

- Finance and Audit Committee - March 25, 2020
- Advancement Committee - April 1, 2020
- BOARD OF GOVERNORS - April 15, 2020
- Finance and Audit Committee - April 29, 2020
- Governance & Human Resources Committee - May 5, 2020
- Advancement Committee - May 13, 2020
- BOARD OF GOVERNORS - May 19, 2020

- EVENT: Convocation - CANCELLED
- Finance and Audit Committee - June 3, 2020
- BOARD OF GOVERNORS - Wednesday, June 17

### **3.2 Meeting Attendance – in person, MS Teams, teleconference**

It was agreed that all Board and committee meetings would be held via Microsoft Teams and an online meeting protocol would be prepared and distributed to Board members.

## **4. Investment Management Agreement (IMA)**

The date for the IMA to be complete is still March 31, 2020. (Board Chair Note: IMA date extended to May 31 on March 27 by AE)

### **4.1. Performance Metrics**

In discussion of the performance metrics, the following was noted:

- There is no flexibility on the performance metrics, at this time, but there could be some flexibility on the targets. There has been a hold on this work for the past 10 days, but the Cabinet will work to complete the work in the coming weeks.
- The Minister of Advanced Education has not issued a revised date due to the pandemic, but it may take place.

### **4.2. Budget**

In discussion of the budget, the following was noted:

- There is an expectation of a 20% reduction in the Alberta grant over the three years.
- AUArts have limited ancillary revenue since we do not own our building nor adjacent land.
- The Board Chair attended a meeting with the Minister and other Chairs on March 20.
- Budget reduction numbers are currently being prepared for March 31.
- It is anticipated that Alberta Board Chairs and Presidents will approach the Minister with a request to delay the IMA due to covid-19.

### **4.3. Mandate Statement**

The draft AUArts mandate statement is going to the Board Governance & HR Committee tomorrow via email vote and will close on March 22. The Board will then e-vote on March 23 – 26, after which the Board Chair will send a letter with the approved mandate statement to the Minister for final approval.

## **5. Adjournment**

The meeting adjourned at 4:50pm.