

**MINUTES OF A MEETING  
OF THE BOARD OF DIRECTORS  
OF KING'S UNIVERSITY COLLEGE  
Wednesday, November 27, 2013  
at 4:30 p.m. in the Board Room (DL112)**

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**Present:** L. DiCicco, M. Marcus, B. Javaid, J. White, P. Fox, S. Pearson, D. Ducharme, Rev. P. Beorchia, L. Cram, J. Carter, C. Olivier, C. McNair, C. Mitchell, D. Sylvester, S. Camiletti, S. Wright-Evans, J. Major, A. Jardine.

**Regrets:** S. El-Hindi, K. Regan, V. Sharma.

The meeting was opened with a prayer.

**1. Conflict of interest**

There was no conflict of interest reported.

**2. Approval of the previous meeting's minutes**

**MOTION**

**That the minutes of September 25, 2013 be approved.**

**M/S**

**J. Carter/J. White**

**Carried**

**3. Business arising from the minutes**

J. Major provided an update on the incorporation proceedings. It is expected that the final papers will be signed on December 20<sup>th</sup>.

D. Sylvester announced the Student Life Centre opening date of January 7<sup>th</sup>.

**4. Report from the Principal**

Community Update

The Feast of Christ the King celebrations were, regrettably, cancelled due to the severe weather conditions. Memos were sent to the community explaining the cancellation. Award winners were able to pick up their award certificates and had an opportunity to thank the donor of their award by sending a letter through the King's Foundation.

The OTSS awards ceremony is planned for November 28<sup>th</sup>. All were invited to attend.

#### Administrative Review

Glenn Harris completed the administrative review of King's and provided several recommendations for the College to consider. A committee, the Administrative Review Working Group (ARWG) was struck to consult with the community and provide implementation recommendations to the Principal. The ARWG was chaired by Dr. Barbara Decker Pierce and was made up of Dr. Laura Melnyk (faculty), Mr. Todd Morrison (PAOA), and Dr. Phil Mueller (professor emeritus and former Principal). A report is expected at the end of December. In February, the recommendations from the ARWG will be discussed at the College Council meeting prior to a discussion with the Board. It is expected that any changes at this point will be cost neutral.

#### Incorporation

The sign-off is expected to take place at the end of December.

#### Student Life Campaign Update

\$9.5 million has been raised, representing 89% of the overall goal.

#### Upcoming events

The next Religious Life Lecture Series speaker is Michael Higgins. The event is November 27<sup>th</sup> at 7:30.

The Chamber Choir will be performing a *Festival of Carols* on November 30<sup>th</sup>.

### **5. Finance and Investment**

M. Marcus discussed the report. The committee is recommending the reappointment of KPMG as auditors for the current fiscal year.

#### **MOTION**

**That KPMG be reappointed as auditors for 2013-14.**

**M/S**

**M. Marcus/J. White**

**Carried**

#### Operating Budget

J. Major presented the proposed revisions to the 2013-14 operating budget. The budget is cast upon best information and assumptions available in March and April each year. In October several of the variables clarified, most importantly the enrolment numbers. As a result, revisions are brought forward to reflect the new financial position. Actual enrolment numbers are lower than originally projected. The revised budget is projecting a \$322,000 deficit. The Committee is concerned that the deficit is a structural deficit. It will be a

matter of Board discussion going forward. The Registrar's office is examining the drop-off in enrolment retention numbers.

**MOTION**

**That the revisions to the 2013-14 Operating Budget, which result in a projected deficit of \$322,038 be approved as presented.**

**M/S M. Marcus/P. Fox Carried**

**6. Property Committee**

Naming Motion

**MOTION**

**That KC 118 be named "Dr. Nicholas and Wendy Skinner Access Lab"**

**M/S L. Cram/S. Camiletti Carried**

**7. Employee Relations Committee**

Appointments

**MOTION**

**To approve the appointment of Dr. Coby Dowdell from the Department of Modern Languages to a two-year renewal of his probationary tenure-track contract at the rank of Assistant Professor in English, effective July 1, 2014.**

**M/S C. McNair/S. Camiletti Carried**

Promotions

**MOTION**

**To approve the promotion of Dr. Krista Lysack, Department of Modern Languages, to the rank of Associate Professor with tenure in English, effective July 1, 2014.**

**To approve the promotion of Dr. Cathy Chovaz, Department of Psychology, to the rank of Associate Professor with tenure in Psychology, effective July 1, 2014.**

**To approve the promotion of Dr. Graham Broad, Department of History, to the rank of Associate Professor with tenure in History, effective July 1, 2014.**

**M/S C. McNair/D. Ducharme Carried**

The sabbatical report was distributed for information purposes.

**8. Other business**

As a part of incorporation, the pension plan must be officially transferred to the new corporate sponsor. Amendment #5 to the Pension Plan was presented and will need to be filed with FSCO.

**MOTION**

**That Amendment #5 to the Pension Plan be approved and filed with FSCO to implement the change of sponsor from the RCEC to King's University College at the University of Western Ontario.**

M/S

J. White/P. Fox

Carried

The meeting went *in camera*.

The meeting resumed in open session.

**9. Adjournment**

**MOTION**

**That the meeting be adjourned.**

M/S

C. McNair/P. Fox

Carried

The meeting was adjourned.

Respectfully submitted,

  
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Jeff Major  
Secretary

  
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Andrew Jardine  
Recording Secretary