Minutes

SPECIAL MEETING OF THE BOARD OF TRUSTEES
Monday, June 23, 2008 at 2:30 pm in Room 114, Dunning Hall

A meeting of the Board of Trustees was convened to consider recommendations from the Finance Committee.


Present in Dunning 114: Beverley Baines, Susan Cole, Peggy Cunningham, Merv Daub, Leora Jackson, George Lavery, Dean McKeown, Tom Williams

The Chair welcomed everyone and called the meeting to order, noting that materials for three items had been circulated by email to trustees on June 18, 2008.

1. Arts Campus Project

VP (Operations and Finance) A. Simpson reviewed the background and AVP (Facilities) A. Browne joined the meeting.

In December 2003, the Campus Planning and Development Committee approved the Zeidler Partnership as the architects for the Music Recital Hall and the Board of Trustees approved $300,000 in planning funds for the development of the program.

In May 2007, the Campus Planning and Development Committee approved the appointment of Snohetta/ema Architects for the Queen’s Art Campus and the Board of Trustees approved an additional $200,000 in planning funds to undertake planning, conceptual design, and the development of costing and staging options.

In November 2007, the Board of Trustees approved an additional $350,000 in planning funds to further refine the program, conceptual design, project costing and staging options.

Recent meetings with the lead donors have been favourable. In addition, there are opportunities to attract funding from government sources and therefore the Board is being asked to approve funding so that the next phase of planning can proceed.

Moved by G. Anderson
Seconded by A. Pipe and agreed:

That the Board of Trustees, on the recommendation of the Finance Committee, approve additional planning funds of $1,200,000 to complete the schematic design development of the Queen’s Arts Campus. The funds are provided by donations already in hand.

Carried 08-28
During discussion the following points were clarified:

- The total cost for the project is estimated to be $42M.
- Queen’s has a donation of $14M from Alfred and Isabel Bader.
- Queen’s is optimistic about opportunities for federal and provincial cultural infrastructure initiatives funding.
- Queen’s is seeking additional funds of $24M.
- The schematic design is needed to move ahead.
- Both Queen’s University and the City of Kingston will benefit from a partnership on the project and discussions are underway.

2. QUASR Project (Queen’s University Administrative Systems Replacement)

VP (Operations and Finance) A. Simpson reviewed the background and CIO S. Reynolds joined the meeting.

In May 2007 the Board of Trustees gave approval in principle to Queen’s University for the replacement of the University’s administrative systems. This enabled Queen’s to proceed with engaging vendors in the Request for Proposal process.

The Oracle PeopleSoft software was identified as the best functional fit for each of the Student, Human Resource, Finance, and Research organizations. In order to provide a full project budget, a scope analysis of the Oracle PeopleSoft solution to identify the functional gaps between the standard software offering and the unique business processes currently functioning at Queen’s must be completed.

To perform the scope analysis and then eventually the implementation of the software, Queen’s released an RFP for a Systems Integrator (SI). Deloitte Consulting was selected as the preferred partner for these projects.

In order to contract Deloitte for this planning and scope analysis, the project will require an allocation of $650,000 to cover the professional services agreement with Deloitte. The scope analysis work will occur over approximately 12 weeks and involve meeting with system owners, and subject matter experts on key university processes in Student, Human Resource, Finance, and Research management. This analysis will deliver a set of scope tables by functional area, a list of gaps between the software and current processes with a high-level estimation of effort to resolve gaps, a revised project budget and a high-level implementation plan.

The Project Management Office will complete a business case to be brought forward to the Board for its fall meeting.

The funds for this planning project have been made available through past allocations of Federal Indirect Costs of Research dollars allocated through the annual budget process.

Moved by G. Anderson
Seconded by M. Daub and agreed:

That the Board of Trustees, on the recommendation of the Finance Committee, approve planning funds of $650,000 to complete the QUASR project scoping activities.

Carried 08-29
During discussion the following information was provided:

- The work described above will be completed over the summer of 2008.
- A final proposal will be prepared for submission to the Board of Trustees in the Fall.
- The Deloitte partner has worked with Queen’s since 2005 and has provided high quality service.
- VP (Operations and Finance) Simpson has been accumulating carry forward funds for the project.
- The projected cost is $4-5M over the next several years.

3. Collective Agreement for Faculty/Librarians/Archivists

The Chair referred to the briefing note circulated to the trustees. He noted that three faculty trustees present were in a conflict of interest and that the Board of Trustees Guidelines state that a trustee who is in a conflict may not vote on the matter in question.

Principal Williams, with comments from Associate Vice-Principal (Faculty Relations) J Vair summarized the result of the Collective Bargaining and answered questions from trustees.

- The parties conducted forty-three bargaining sessions.
- The agreement is for 3 years.
- The agreement amalgamates/merges the previously separate agreements for two bargaining units represented by QUFA.
- The settlement is about mid-range compared with other Ontario universities.
- Scale increase is consistent with recent settlements at other Ontario universities.
- To address the student/faculty ratio, additional faculty will be added but only subject to available funding. The allocation of any new positions is a management right.
- The QUFA Executive has recommended ratification to the QUFA Council and if the recommendation is forwarded to the membership a ratification vote is expected to be completed by early July.

Moved by W. Young
Seconded by T. Williams and agreed
B. Baines, S. Cole, P. Cunningham, B. Mitchell abstained:

That the Board of Trustees ratify the Collective Agreement between Queen’s University and Queen’s University Faculty Association (QUFA).

Carried 08-30

The Board discussed general concerns about long-term sustainability in the current funding environment. As discussed at the May board meeting, alternative revenues must be sought to alleviate constraints and plans are underway to ensure a discussion at the October board meeting.