



CONCORDIA UNIVERSITY

MINUTES OF THE OPEN SESSION OF THE MEETING OF THE BOARD OF GOVERNORS

Held on Tuesday, November 18, 2003, immediately following the Closed Session,
in Room AD-307, on the Loyola Campus

Attendance

Present: Mr. Alain Benedetti, *Chair*, Dr. Steven Appelbaum, Dr. Rama Bhat, Me Gerald C. Burke, Mr. Charles G. Cavell, *Vice-Chair*, Hon. Baljit Singh Chadha, Dr. June Chaikelson, Dr. Sally Cole, Mr. Howard Davidson, Me Rita de Santis, *Vice-Chair*, Me Pierre Frégeau, *Observer*, Ms. Suzanne Gouin, Mr. George Hanna, Mr. Peter Kruyt, *Vice-Chair*, Ms. Christine Lengvari, Dr. Frederick Lowy, *Rector and Vice-Chancellor*, Mr. Eric Molson, *Chancellor*, Mr. Desmond O'Neill, Mr. John Parisella, Ms. Natalie Pomerleau, Mr. Alex G. Potter, Mr. Richard Renaud, Mr. Adam Slater, Mrs. Mackie Vadicchino de Massy, Mr. Ivan Velan, Mrs. Lillian Vineberg, Mr. Jonathan Wener

Officers of the University: Prof. Marcel Danis, Mr. Michael Di Grappa, Mr. Larry English

Absent: Mr. Normand Beauchamp, Dr. Louise Brunette, Mr. Alexander Carpini, Mr. Brian Edwards, Mr. Kamal Fox, Mr. Noah Joseph, Mrs. Judith Kavanagh, Ms. Patricia Lavoie, Dr. Loren Lerner, Mrs. Miriam Roland, Mrs. Suzanne Sévigny, Dr. Hani Shennib, Mr. Jacques St-Laurent

Guests: Me Suzanne Birks (Legal Counsel), Mr. Garry Milton (Executive Director, Rector's Cabinet), Dr. Truong Vo-Van (Acting Provost), Messrs. John Economides, Henry Habib, Ronald E. Lawless and Donald McNaughton (Governors Emeriti)

1. Call to Order

The Open Session was called to order at 6:41 p.m.

1.1 Chair's remarks

Mr. Benedetti welcomed Dr. Truong Vo-Van, the Vice-Rector, Research, who was sitting in as Acting Provost in the absence of Dr. Lightstone. The Chair was also pleased to welcome Governors Emeriti John Economides, Henry Habib, Ronald E. Lawless and Donald McNaughton.

1.2 Approval of the Agenda

Upon motion duly moved and seconded (Gouin, Renaud), it was unanimously
RESOLVED:

R2003-85 *THAT the Agenda be approved as submitted.*

1.3 Approval of the Minutes of the Open Session of the previous meeting (October 16, 2003)

Upon motion duly moved and seconded (Lengvari, Vadamchino de Massy), it was unanimously RESOLVED:

R2003-86 *THAT the Minutes of the Open Session of the previous regular meeting of the Board, held October 16, 2003, be approved as submitted.*

2. Business arising from the Minutes not included on the Agenda

In response to a query from Mr. Slater, it was specified that the second phrase of the third paragraph of item 5 of the Minutes of the September 18, 2003 had been corrected to read: *This power is vested in the Board of Governors.*

In response to Dr. Chaikelson's query on the status of the Loyola Faculty Club, Vice-Rector Di Grappa indicated that the decision to close the Club had been based on sales. However, the food services provider has been asked to make a proposal, with a view of reopening the Club for the winter semester.

3. Revised membership of the Standing Committees of the Board

Upon motion duly moved and seconded (Lowy, Appelbaum), it was unanimously RESOLVED:

R2003-87 *THAT the revised membership of the Standing Committees of the Board of Governors be approved, as outlined in Document BG-2003-9-D1.*

4. Approval of recommendation of the Audit Committee

Chair Ivan Velan informed Governors that the Audit Committee had met on November 11, at which time the financial statements for the year ending May 31, 2003 were reviewed and the external auditors presented their audit scope and approach.

4.1 Approval of Concordia University's Financial Statements for the year ended on May 31, 2003

Upon motion duly moved and seconded (Velan, Potter), it was unanimously RESOLVED:

R2003-88 *THAT, on the recommendation of the Audit Committee, the Report and Financial Statements for the fiscal year ended May 31, 2003, reported on by Concordia's external auditors Samson, Bélair, Deloitte Touche, and as outlined in Board Document BG-2003-9-D2, be approved; and*

THAT any two members of the Board of Governors be designated to sign the Financial Statements on behalf of the University.

4.2 Approval of the Rapport financier annuel for the year ended on May 31, 2003

Upon motion duly moved and seconded (Velan, Potter), it was unanimously RESOLVED:

R2003-89 *THAT, on the recommendation of the Audit Committee, the “Rapport financier annuel” of Concordia University for the fiscal year ended May 31, 2003, as outlined in Board Document BG-2003-9-D3, be approved;*

THAT the Chair of the Board of Governors, Mr. Alain Benedetti,, and the Rector and Vice-Chancellor, Dr. Frederick Lowy, be designated to sign the “Rapport financier annuel” on behalf of the University; and

THAT the University be authorized to submit the said “Rapport” to the Ministry of Education of Québec.

4.3 Approval of the *État du Traitement* (Statement of Salaries) of Concordia’s senior administrators

Upon motion duly moved and seconded (Velan, Potter), it was unanimously RESOLVED:

R2003-90 *THAT, on the recommendation of the Audit Committee, the *État du Traitement* (Statement of Salaries) set out in Board Document BG-2003-9-D4, be approved for submission to the Ministry of Education of Québec.*

4.4 Approval of the projected audit fees for the fiscal year ending on May 31, 2003

Upon motion duly moved and seconded (Velan, Potter), it was unanimously RESOLVED:

R2003-91 *THAT, on the recommendation of the Audit Committee, the audit fees for the fiscal year ending on May 31, 2003 be approved and that payment of said fees be authorized.*

4.5 Appointment of external auditors for the fiscal year beginning on June 1, 2003 and ending on May 31, 2004

Upon motion duly moved and seconded (Velan, Potter), it was unanimously RESOLVED:

R2003-92 *THAT, on the recommendation of the Audit Committee, Samson, Bélair, Deloitte, Touche be reappointed as the University’s external auditors for the fiscal year ending on May 31, 2004.*

5. Approval of the Ideal Candidate Profile for a Provost

Dr. Lowy updated the Board on the status of the search. He pointed out that a revised version of Document BG-2003-9-D5 had been distributed at the meeting and explained the modifications which were underlined and had been brought to paragraphs 5 and 12 of the Candidate Qualifications on page 2 of the profile. He added that further to the Executive Committee meeting of this afternoon, a further modification was being proposed on page 3, under the Opportunity, so that it read “may be renewed”, in lieu of “is renewable”.

Questions of clarification were asked of Dr. Lowy and concerns were raised with respect to the language of the profile, primarily regarding the notion of what constitutes suitable fluency in French in paragraph 6 as well as whether or not a clause regarding racial diversity should be added under the Candidate Qualifications. A discussion on both

issues ensued, which resulted in a proposal to amend paragraph 6 to replace the word “suitable” by the word “functional” and to incorporate the diversity element by modifying paragraph 13 so that it read: A commitment to free, informed discussion that encourages diversity and the expression of divergent opinions and mutual acceptance.

Upon motion duly moved and seconded (Lowy, Parisella), it was RESOLVED with two opposed and one abstention:

R2003-93 *THAT the ideal candidate profile for a Provost, detailed in Document BG-2003-9-D5 (revised), be approved, as amended hereinabove.*

6. Name change of the Department of Geography

Upon motion duly made and seconded (Chaikelson, Renaud), it was unanimously RESOLVED:

R2003-94 *THAT, upon recommendation of the Arts and Science Faculty Council and of Senate, the Board of Governors approve the name change of the Department of Geography to the Department of Geography, Planning and Environment, as outlined in Document BG-2003-9-D6.*

7. Report of the Budget Committee

Mr. Hanna apprised the Board that the Budget Committee had met on November 13. Further details regarding the final results for the 2002-2003 operating budget as well the preliminary figures for the 2003-2004 operating budget were presented by Chief Financial Officer Larry English via a power point presentation.

Upon motion duly made and seconded (Hanna, Cavell), it was unanimously RESOLVED:

R2003-95 *THAT, upon recommendation of the Budget Committee, the final results for the 2002-2003 operating budget be approved, as set out in Document BG-2003-9-D7, and*

THAT, upon recommendation of the Budget Committee, the preliminary figures for the 2003-2004 operating budget be approved, as set out in Document BG-2003-9-D8.

8. Report of the Standing Committees

8.1 Benefits Committee

Mr. Benedetti mentioned that the Chair of the Committee, Mrs. Judith Kavanagh, had conveyed her regrets.

8.2 Real Estate Planning Committee

Mr. Wener updated the Board on the state of the Engineering and Computer Science and Visual Arts Complex, the John Molson School of Business Building as well as the Drummond Science Building construction projects.

He also apprised the Board that the Real Estate Planning Committee had identified the severe shortage of accommodations for students as a priority and related the two options that are being proposed by the Committee to solve this problem.

The first option would be that the University purchase existing properties, such as apartment buildings or hotels, which would be managed on a business basis as investment properties by a third party. While students would have priority to rent these units, they would pay normal market rates. The second option is to purchase land or property to build dormitory-style student residences, to respond to the chief demand by many parents for this type of accommodation for their younger or female children. Mr. Wener conveyed the Committee's view that a combination of both options would be advisable.

However, before proceeding any further, Mr. Wener needed to gauge the Board's view on this approach, and namely to ascertain whether or not to engage in due diligence when interesting purchase opportunities arise. In the affirmative, he indicated that the Committee will continue to investigate and pursue investment property opportunities. The Chair of the Board confirmed his sense that the general mood of the Board was positive. Mr. Wener indicated that formal approval for specific purchases will be sought in due course.

9. Report of the Rector

Dr. Lowy pointed out that a copy of his report, Document BG-2003-9-D9, had been circulated in the mailing.

Turning to a matter not included in his report, the Rector stated to the Board that fundraising is an issue crucial to the welfare and the future of the University. He indicated the necessity of establishing a high-level position, on an expeditious basis, due to the competitive fundraising environment and to the fact that other campaigns will be starting in the foreseeable future. Dr. Lowy said that universities the size of Concordia with effective fundraising records and capabilities have a senior administration position of Vice-Rector, Advancement and Alumni Affairs. He indicated that this position, while having the title of Vice-Rector, would be different from the academic Vice-Rector positions.

A discussion ensued, during which Governors recognized the necessity and the urgency of creating such a position. In response to a concern raised about the fact this Vice-Rector would be a member of Rector's Cabinet, it was stated that this person will have to market the University. Therefore, this individual must be part of the senior administration team in order to have the knowledge required to fulfill the position's mandate.

Upon motion duly made and seconded (Lowy, Vineberg), it was RESOLVED with one abstention:

R2003-96 *WHEREAS there is a need for high level leadership with respect to the University's fundraising; and*

WHEREAS enhanced coordination between Advancement and Alumni Affairs is desirable;

BE IT RESOLVED:

THAT a professional position of Vice-Rector, Advancement and Alumni Affairs be created.

10. Reports of the Vice-Rectors

10.1 Provost

Dr. Lightstone had conveyed his regrets.

10.2 Vice-Rector, Services

Vice-Rector Di Grappa gave a brief update with respect to the capital budget. Although a final budget for 2002-2003 has not yet been received from the Ministry of Education, preliminary indications are that Concordia will receive \$1 million more than had been allocated in the last year. When presented to the Board for approval, he will recommend that this amount be set aside for renovations in the Hall Building. Mr. Di Grappa expects a budget for 2003-2004 of approximately \$6 million which will be divided among equipment, alterations and renovations. The final figures will be presented at the January Board meeting.

10.3 Vice-Rector, Institutional Relations and Secretary-General

Vice-Rector Danis waived his report.

10.4 Chief Financial Officer

Mr. English waived his report.

11. Correspondence

There was no correspondence to report.

12. Any other business

There was no other business to report.

13. Date of next meeting

The next meeting will be held on Thursday, December 11, 2003, at 8:00 a.m., on the SGW Campus.

14. Adjournment

The Open Session adjourned at 8:50 p.m.

Danielle Tessier
Secretary of the Board of Governors