



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

Held on Thursday, October 19, 2006, immediately following the meeting
of the Closed Session, in Room GM 407-1, SGW Campus

Present

Governors: Dr. Rama Bhat, Sister Françoise Boisvert, Me Gerald C. Burke, Mr. Charles G. Cavell, *Vice-Chair*, Dr. June Chaikelson, Hon. Baljit Singh Chadha, Mr. Walter Chan, Mr. James Cherry, Mr. Molham Chikhalsouk, Mr. Howard Davidson, Mr. Danny Di Perna, Ms. Mina Etezadi, Ms. Suzanne Gouin, Mr. George Hanna, Dr. Arvind K. Joshi, Mr. Khaleed Juma, Mrs. Judith Kavanagh, Dr. William Knitter, Dr. Lawrence Kryzanowski, Dr. Claude Lajeunesse, *President*, Me John Lemieux, Ms. Christine Lengvari, Dr. Lucie Lequin, Mr. Andrew Molson, Mr. Desmond O'Neill, Dr. Rhona Richman Kenneally, Ms. Patricia Saputo, Mr. Mohamed Shuriye, Mrs. Mackie Vadacchino de Massy, Mr. Ivan Velan

Non-voting Observers: Ms. Jean Freed, Mr. John Hall

Officers of the University: Ms. Kathy Assayag, Me Marcel Danis, Mr. Michael Di Grappa, Mr. Larry English, Mr. John Parisella, Dr. Martin Singer

Guests: Mr. Guy Dumas, Me Pierre Frégeau

Absent

Governors: Mr. Peter Kruyt, *Chair*, Mr. John Aylen, Me Rita de Santis, *Vice-Chair*, Mr. Brian Edwards, *Vice-Chair*, Mr. Paul Gauthier, Mr. Tony Meti, Mr. David P. O'Brien, *Chancellor*, Mr. Richard Renaud, Mrs. Lillian Vineberg, Mr. Jonathan Wener, *Vice-Chair*

Officers of the University: Mr. John Parisella

1. Call to Order

The Open Session was called to order at 8:45 a.m. In the absence of Mr. Kruyt, the meeting was chaired by Mr. Cavell.

1.1 Chair's remarks

The Chair waived his remarks.

1.2 Approval of the Agenda

Upon motion duly moved and seconded (Davidson, Chadha), it was unanimously RESOLVED:

R-2006-8-7 *THAT the Agenda be approved.*

1.3 Approval of the Minutes of the Open Session meeting of September 19, 2006

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

R-2006-8-8 *THAT the Minutes of the Open Session meeting of the Board of Governors, held on September 19, 2006, be approved.*

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

There was no business arising from the Minutes.

3. Report of the President

Dr. Lajeunesse was pleased to inform Governors that an announcement regarding the groundbreaking for the new JMSB building is expected before November 15.

3.1 Update on the search for a Provost and Vice-President, Academic Affairs

The President apprised the Board that the membership of the Provost Search Committee is now complete. The committee has met once to discuss its mandate and to review a preliminary position profile. Janet Wright & Associates has been retained as the search consultants. The profile has been circulated to the relevant constituencies for comments and will be submitted to the Board for approval at its meeting of November 23 meeting.

4. Appointment to the Graduation Ceremonies Committee

Upon motion duly moved and seconded (Lajeunesse, Shuriye), it was unanimously RESOLVED:

R-2006-8-9 *THAT Dr. Frances Shaver be appointed to the Graduation Ceremonies Committee.*

5. Election of additional members to the Advisory Search Committee for a Provost and Vice-President, Academic Affairs

Upon motion duly moved and seconded (Lajeunesse, Chaikelson), it was unanimously RESOLVED:

R-2006-8-10 *THAT the following persons be elected as members of the Advisory Search Committee for a Provost and Vice-President, Academic Affairs:*

Dr. Lucie Lequin and Dr. Shimon Amir, faculty members representing the Faculty of Arts and Science, and Dr. Thiruvengadam Radhakrishnan, a faculty member representing the Faculty of Engineering and Computer Science, nominated by their respective Faculties.

6. Election of additional members to the Advisory Search Committee for a Dean of the School of "General Studies"

Upon motion duly moved and seconded (Lajeunesse, Chaikelson), it was unanimously RESOLVED:

R-2006-8-11 *THAT the following person be elected as members of the Advisory Search Committee for a Dean of the School of "General Studies":*

Dr. Christine Jamieson, a faculty member representing the Faculty of Arts and Science, nominated by the Faculty of Arts and Science.

7. Report and recommendations of the Audit Committee

The Chair of the Audit Committee, Mr. James Cherry, reported that the Audit Committee had met on October 5 and October 18, 2006 to discuss and approve the following four items:

7.1 Approval of Concordia University's Financial Statements for the year ended on May 31, 2006 (Document BG-2006-8-D1)

Mr. Cherry indicated that there was extensive discussion at the Audit Committee meeting regarding the annual financial statements, which was attended by the external auditors. The latter are satisfied that the financial statements accurately reflect the financial situation of the University, and they have given their unqualified opinion to that effect.

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

R-2006-8-12 *THAT, on the recommendation of the Audit Committee, the Report and Financial Statements for the fiscal year ended May 31, 2006, reported on by Concordia's external auditors Samson, Bélair, Deloitte Touche, and as outlined in Board Document BG-2006-8-D1 be approved; and*

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

7.2 Approval of the Rapport financier annuel for the year ended on May 31, 2006 (Document BG-2006-8-D2)

Mr. Cherry explained the provincial government's requirement to report the financial information contained in the financial statements in a different format. This document was also reviewed by the Audit Committee and the external auditors.

Upon motion duly moved and seconded (Cherry, Chaikelson), it was unanimously RESOLVED:

R-2006-8-13 *THAT, on the recommendation of the Audit Committee, the "Rapport financier annuel" of Concordia University for the fiscal year ended May 31, 2006, as outlined in Board Document BG-2006-8-D2 be approved;*

THAT the Chair of the Board of Governors, Mr. Peter Kruyt, and the President and Vice-Chancellor, Dr. Claude Lajeunesse, 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.

7.3 Approval of the *État du Traitement* (Statement of Salaries) of Concordia's senior administrators (Document BG-2006-8-D3)

Mr. Cherry continued that the statement of salaries contains the salaries of key officers of the University. He noted that while the salaries were not included on the copy sent to the Board, the Audit Committee and the external auditors were privy to the figures to conduct their review.

Upon motion duly moved and seconded (Cherry, Saputo), it was unanimously RESOLVED:

R-2006-8-14 *THAT, on the recommendation of the Audit Committee, the *État du Traitement* (Statement of Salaries) set out in Board Document BG-2006-8-D3, be approved for submission to the Ministry of Education of Québec.*

7.4 Approval of the projected audit fees for the fiscal year ending on May 31, 2006

Mr. Cherry commented that the audit fees totaled \$262,400, including an amount of \$85,000 in consulting fees in connection with the strategic transformation project.

Upon motion duly moved and seconded (Cherry, Saputo), it was unanimously RESOLVED:

R-2006-8-15 *THAT, on the recommendation of the Audit Committee, the audit fees for the fiscal year ending on May 31, 2006 be approved and that payment of said fees be authorized.*

Mr. Cherry concluded his report by indicating that the mandate of the current external auditors had ended and that, in keeping with good governance practices, it is advisable to change auditors every several years. Accordingly, the Audit Committee has issued a

request for proposals for auditors for the period ending May 31, 2007. It is expected that a recommendation will be submitted by the Audit Committee to the Board at the December meeting.

8. Amendment to the University's Charter

Me Danis explained the right of expropriation will allow the University to acquire properties at fair market value.

Upon motion duly moved and seconded (Lajeunesse, Chadha), it was unanimously RESOLVED:

R-2006-8-16 *THAT Concordia University authorize the presentation of a private bill to amend an Act to incorporate Sir George Williams College to replace the title of the act by "Act respecting Concordia University" and to confer upon Concordia University the power to expropriate all immovable or real rights in accordance with the provisions of the Expropriation Act (R.S.Q., c. E-24) and that it approve and ratify all actions executed in this respect up to now; and*

THAT Concordia University authorize the firm Heenan Blaikie S.E.N.C.R.L., SRL to act on behalf of and in the name of Concordia University for the preparation and presentation of the aforementioned private bill.

9. Amendment to the sundry fees resolution (Document BG-2006-8-D4)

Mr. English explained the history and purpose of the sundry fee resolution and responded to questions.

Upon motion duly moved and seconded (Lajeunesse, Hanna), it was RESOLVED with two opposed:

R-2006-8-17 *WHEREAS the Concordia University By-Laws state that the Board of Governors is responsible for setting student fees of all kinds; and*

WHEREAS it is deemed advisable to delegate to the Provost and Vice-President, Academic Affairs and to the Vice-President, Services, the setting of certain fees;

BE IT RESOLVED:

THAT the President report annually to the Board of Governors, on behalf of the Provost and Vice-President, Academic Affairs and the Vice-President, Services, on fees revised or established by them;

THAT the present resolution supersede Resolution R2001-3 the so-called "Sundry Fees Resolution", which was adopted by the Board of Governors on January 12, 2001; and

THAT the approval of fees be governed hereinafter according to the following specifications:

1. *The approval of the Board of Governors shall be required to establish and modify base tuition fees and tuition premiums for MEQ-funded programs; tuition fees for non-government funded programs; and all other fees charged to students with the exception of fees identified in paragraphs 2 and 3 of this resolution;*
2. *THAT, further to consultation with the President, the Provost and Vice-President, Academic Affairs, be authorized to set the level of sundry fees arising from enrolment in a course or program, as follows:*

*All fees related to “not for credit” courses, including Continuing Education Fees
 Cooperative Education Fee
 Diploma in Accountancy Course Surcharge
 Off-Campus Centre Charge
 Residential Laboratory Fee (Applied Human Sciences)
 Surcharge on Private Studies Music Courses
 Surcharge on University of Nanjing, China Summer Exchange Program
 Continuation Fee (Master’s & Ph.D)
 Time-Limit Extension Fee (Graduate)
 Leave of Absence Service Fee (Graduate)*

3. *THAT, further to consultation with the President, the Vice-President, Services, be authorized to set the level of sundry fees arising from provision of goods or services, as follows:*

*Academic Re-Evaluation Fee
 Admission Deferral Fee (Graduate)
 Application Fee
 Confirmation Fee (non-refundable deposit)
 Course Descriptions
 Course Re-evaluation Processing Fee
 Degree
 - Mailing of Degree
 - Certification of Copy of Degree
 - Replacement Degree
 Degree Transfer Application
 Examination
 - Deferred Examination/Medical Examination Processing Fee
 - Off-Campus Examination
 - Special Examination fee (CELDT)
 - Supplemental Examination (plus Invigilation Fee when applicable)
 Fax Fee (for each 10 pages or less, excluding cover sheet)
 Graduation Fee
 - Bachelor’s Degree
 - Certificate Program
 - Diploma Program
 - Master’s Degree, non-thesis option
 - Master’s Degree, thesis option (includes thesis binding and microfilming)
 - Re-submission of Master’s thesis*

- *Ph.D. Degree (includes thesis binding and microfilming)*
- *Re-submission of Doctoral thesis*
- *Late Application to Graduate*
- Handling Charge on Returned Items (e.g. Returned Cheque)*
- Late Completion Fee*
- Letter of Attestation or Attestation Form*
- Letter of Financial Standing*
- Locker Rental Fees*
 - *Locker Rentals*
 - *Late Fee (if locker not emptied by end of term)*
- New Students Program Fee (one-time fee charged to new student in their first semester of registration)*
- Parking (Loyola Campus)*
- Registration*
 - *Authorization to Register Fee (Independent students)*
 - *Registration Fee*
 - *Late Registration Fee (registrations effected on or after the start of the Late Registration period)*
- Residence Rent, Application & Activity Fees*
- Student Identification Card*
 - *First Identification Card*
 - *Replacement of Identification Card*
- Student Record (copy of)*
- Transcript of Academic Record*
- Tuition Receipts for Educational Tax Credit (no charge for first copy)*
- University Calendar (no charge for first copy)*
- U-Print Solutions (laser printer copies)*

10. Amendment to article 41 of the University By-Laws (Document BG-2006-8-D5)

Mr. Cavell informed Governors that this item is deferred to the next meeting.

11. Reports of the Vice-Presidents

11.1 Provost and Vice-President, Academic Affairs - Dr. Martin Singer (Document BG-2006-8-D6)

Reporting on behalf of Dr. Bhat who had left the meeting, Dr. Singer informed the Board that Dr. Suong Hoa had received the prestigious NSERC Synergy Award for his sustained work with Bell Helicopter in the area of composites for aerospace. Secondly, a project led by Dr. Khaled Galal was awarded a CFI Leader's Opportunity Fund in the amount of \$248,703.

In reference to his written report, Dr. Singer indicated that applications are up for the winter term. He added that he has asked each Dean to achieve or surpass enrolment targets for that term.

Update on the search for a Dean of the John Molson School of Business

Dr. Singer thanked the members of the search committee for a very strenuous three-day exercise, during which the three short-listed candidates met with several constituents of the University. Members of the University community are invited to forward their comments by October 25, and the search committee will reconvene on October 30 with a view to make a recommendation to the Board at its November meeting.

Update on the search for a Dean of the School of "General Studies"

Dr. Singer reported that Provence Consulting had been selected as the executive search firm. A first meeting should be convened within the next few weeks.

11.2 Vice-President, Services - Mr. Michael Di Grappa (Document BG-2006-8-D7)

Mr. Di Grappa apprised the Board that the University will be submitting a request to the City of Montreal to help to alleviate the pedestrian circulation in front of the Hall and Guy-Metro buildings. The University will be requesting the removal of some parking meters and the installation of concrete barriers on de Maisonneuve Blvd in order to provide more space for pedestrian circulation. These are interim measures, until such time that the sidewalks are expanded within the Quartier Concordia project.

11.3 Vice-President, External Relations, and Secretary-General - Me Marcel Danis (Document BG-2006-8-D8)

Me Danis informed Governors that they would be receiving an invitation to a signing ceremony regarding funds allotted by the Quebec government for the new JMSB building.

11.4 Vice-President, Finance - Mr. Larry English (Document BG-2006-8-D9)

Mr. English indicated that his written report contained a summary of the financial results. He noted the uncertainty of what is to come, given that student enrolment is down by 1%.

11.5 Vice-President, Advancement and Alumni Relations - Ms. Kathy Assayag (Document BG-2006-8-D10)

Ms. Assayag updated the Board on the status of some major gifts and fundraising activities. Among other things, she was pleased to confirm that the annual Shuffle had been well attended, despite the rainy weather, and had raised \$47,000. The centennial anniversary weekend of the Loyola Alumni Association was a success, as well as the event held to honor Roméo Dallaire, this year's recipient of the Loyola Medal.

11.6 Special Communications Advisor to the President - Mr. John Parisella (Document BG-2006-8-D11)

In the absence of Mr. Parisella who had conveyed his regrets for today's meeting, Mr. Cavell commented that the external view of this institution is very important. In

that vein, Mr. Parisella has agreed to undertake the harmonization of communications and delivery of Concordia's image.

12. Any other business

Mr. Juma read a statement stating the position of the student body regarding an offer to purchase the Faubourg. He began by thanking Mr. Wener and the administration for all the work they have done. However, after consulting a variety of student groups on campus, the CSU can no longer consider the project at this time primarily because of the cost, with an initial purchase price of \$25 million which could cost \$50 million of student money in the long term, but also because the inadequacy of the space. Even if the total amount requested in the final analysis were to be between \$7 million and \$10 million, the CSU would not have the mandate to agree to a building that does not predominantly give space to students.

Mr. Juma added that a student centre is a 20-year commitment than cannot be taken lightly but assured the Board that students remain committed to working towards a student centre, and that they look forward to discussions towards a comprehensive student space agreement which will eventually lead to a permanent, appropriately-sized and autonomous student centre. Mr. Juma concluded his statement by reiterating his appreciation to Mr. Wener for all his efforts.

Mr. Cavell responded that Governors believe in the need for a student centre as an integral part of an urban campus. It is unfortunate that the students do not feel that a redeveloped Faubourg would be adequate for their needs. However, the University cannot afford to singularly fund a project of this nature. Student participation will be required, and students will have to work to identify an acceptable alternate site. The University looks forward to participating in the realization of a student centre that would enhance the Concordia campus. Mr. Cavell concluded by expressing strong appreciation to Mr. Wener.

Dr. Lequin opined that the advertisement in the subway for eConcordia looks more like publicity for Club Med and is detrimental to Concordia's image. She asked that it be removed. Mr. Cavell replied that Mr. Parisella will ensure that all Concordia communications and publications are consistent and appropriate.

13. Next meeting

The next regular meeting of the Board of Governors will be held on Thursday, November 23, 2006, on the SGW Campus.

14. Adjournment

The Open Session adjourned at 9:50 a.m.

Danielle Tessier
Secretary of the Board of Governors