

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

Held on Friday, December 14, 2007,
immediately following the meeting of the Closed Session
in Room GM 407-1, SGW Campus

Present

Governors: Mr. Peter Kruyt, *Chair*, Dr. Shimon Amir, Mr. John Ayles, Dr. Rama Bhat, Me Patrice Blais, Me Gerald C. Burke, Mr. Charles G. Cavell, *Vice-Chair*, Hon. Baljit Singh Chadha, Mr. James Cherry, Mr. Howard Davidson, Me Rita de Santis, *Vice-Chair*, Mr. Michael Di Grappa, *Acting President*, Mr. Brian Edwards, *Vice-Chair*, Ms. Anika Henry, Dr. William Knitter, Dr. Lawrence Kryzanowski, Me John Lemieux, Dr. Lucie Lequin, Ms. Angelica Novoa, Mr. Desmond O'Neill, Mr. Steven Rosenshein, Mr. Ivan Velan, Mrs. Lillian Vineberg

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

Officers of the University: Ms. Kathy Assayag, Dr. Louise Dandurand, Me Marcel Danis, Mr. Larry English, Mr. John Parisella

Guests: Me Pierre Fréreau, Me Jonathan Levinson

Absent

Governors: Sister Françoise Boisvert, Ms. Hélène Fortin, Ms. Suzanne Gouin, Mr. Danny Di Perna, Mr. Ed Janzen, Dr. Arvind K. Joshi, Mrs. Judith Kavanagh, Dr. Catherine MacKenzie, Mr. Tony Meti, Mr. Andrew Molson, Mr. David P. O'Brien, *Chancellor*, Mr. Richard Renaud, Ms. Patricia Saputo, Me Jacques Tousignant, Mr. Jonathan Wener, *Vice-Chair*

1. Call to Order

The Open Session was called to order at 9:08 a.m.

1.1 Chair's remarks

Mr. Kruyt was pleased to announce that, during the Closed Session, the Board of Governors unanimously appointed Mr. Michael Di Grappa as President for an interim period.

1.2 Approval of the Agenda

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

R-2007-9-8 *THAT the Agenda be approved.*

1.3 Approval of the Minutes of the Open Session meeting of November 23, 2007

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

R-2007-9-9 *THAT the Minutes of the Open Session meeting of the Board of Governors, held on November 23, 2007, be approved.*

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

The Chair of the Board reported that further to the presentation on the Student Emergency Food Fund, Governors had donated \$8,000, almost equaling last year's donations. He thanked Governors for their generosity and encouraged those who had not yet given to do so, with the hope of surpassing last year's amount.

3. Presentation on the Concordia Student Union

Ms. Novoa, President of the Concordia Student Union (CSU), was pleased to make a presentation to Governors, stating that the primary purpose was to bring awareness about the operations of the CSU.

She conveyed the CSU's mandate which is to make students' university experience as fun, fulfilling and problem-free as possible. The CSU, created in 1979, is the legally recognized and accredited representative of Concordia's approximately 30,000 undergraduate students. It dispenses services in various areas. With respect to student life, the CSU helps students build social networks that will last a lifetime. Some of the activities include Fall and Winter orientations, which span over about two weeks and include an array of events (BBQ, concerts, movies, etc.). Moreover, the CSU is responsible for providing a speaker series, free for Concordia students, which features prominent individuals such as Marc Garneau, Larry Smith, Sue Johanson, Al Sharpton, etc.

Further to a CSU initiative and with the collaboration of the libraries, the 24-hour library access now begins a week earlier, which is helpful to students in the preparation of their exams. The CSU also provides bursaries. Undergraduate students are represented on internal bodies (Concordia Council on Student Life, Board of Governors, Senate, etc.) as well as external bodies (Canadian Federation of Students, Quebec Federation of University Students). The CSU participates in endeavors to make Concordia a more sustainable campus and educates students on how to live in a sustainable manner. It also works towards educating students on the issue of tuition and university funding and on mobilizing them to push to government to reinvest in universities.

Ms. Novoa spoke of the many services offered by the CSU, underlining a few of them. For example, the off campus housing and job bank is the most used CSU service. The CSU Advocacy Centre assists students with internal problems, complaints, requests and provides access to external resources. She mentioned the new services offered in 2007-2008, such as the legal information clinic, CSU's 101 mini-courses on topics such as first aid, photography, wine tasting, etc., the one-day a week free vegan lunch at the Loyola Campus, the subsidized tutoring centre, the renovation of the Hive on the Loyola Campus. She concluded her presentation by indicating that the CSU funds and supports over 60 clubs.

Further to her presentation, Governors commented that this presentation was very informative since they are now far more aware of the depth and range of the CSU services. When asked if the Board could receive a copy of the CSU's financial statements, Ms. Novoa replied that the CSU was an independent entity and therefore could not be compelled to disclose its financial statements. However, she noted that the financial statements were audited on a yearly basis and that, in an effort to be transparent, she would be prepared to disclose them on a one-on-one basis.

4. Undergraduate student fee levies (Documents BG-2007-9-D5 and D6)

4.1 The Concordian newspaper fee

Upon motion duly moved and seconded (Novoa, Henry), it was RESOLVED with one opposed and two abstentions:

R-2007-9-10 *THAT the Board of Governors authorize the University to collect a \$0.09 per credit fee increase (from \$0.10 to \$0.19 per credit) from all undergraduate students to support The Concordian newspaper, to be implemented with registration for the Winter term of 2008 (2007/4), in accordance with the University billing, refund and withdrawal policy.*

THAT, due to a potential contestation of the validity of this fee levy, the University hold in trust the \$0.09 per credit fee increase until such time that said contestation is resolved.

4.2 Concordia Student Union fee

Upon motion duly moved and seconded (Novoa, Henry), it was RESOLVED with one opposed and two abstentions:

R-2007-9-11 *THAT the Board of Governors authorize the University to collect a \$0.25 per credit fee increase (from \$1.50 to \$1.75 per credit) from all undergraduate students to support the Concordia Student Union fee, to be implemented with registration for the Winter term of 2008 (2007/4), in accordance with the University billing, refund and withdrawal policy.*

THAT, due to a potential contestation of the validity of this fee levy, the University hold in trust the \$0.25 per credit increase until such time that said contestation is resolved.

4.3 Canadian Federation of Students (CFS) membership fee levy

In response to queries, Ms. Novoa and Ms. Henry clarified that all undergraduate students would be paying the same amount for this fee levy, \$0.41 per credit. Prior to

this proposal, students from ENCS and JMSB were benefiting from the services offered by the Canadian Federation of Students but were not paying any fee levy to support its membership.

Upon motion duly moved and seconded (Novoa, Henry), it was RESOLVED with one opposed and two abstentions:

R-2007-9-12 *THAT the Board of Governors authorize the University to collect a \$0.01 per credit decreased fee (from \$0.42 to \$0.41 per credit) from all undergraduate students in the Faculty of Arts and Science, Faculty of Fine Art and Independent Students, and a new fee levy of \$0.41 per credit from all undergraduate students in the Faculty of Engineering and Computer Science and the John Molson School of Business to support the Canadian Federation of Students (CFS) membership, to be implemented with registration for the Winter term of 2008 (2007/4), in accordance with the University billing, refund and withdrawal policy;*

THAT, due to a potential contestation of the validity of this fee levy, the University hold in trust the new \$0.41 per credit fee collected from all undergraduate students in the Faculty of Engineering and Computer Science and the John Molson School of Business until such time that said contestation is resolved; and

THAT an amount of \$0.01 per credit be held in trust by the University from the fee levy of \$0.42 per credit collected from all undergraduate students in the Faculty of Arts and Science, Faculty of Fine Arts and Independent Students until such time that said contestation is resolved.

4.4 Arts and Science Federation of Associations fee levy

Upon motion duly moved and seconded (Novoa, Henry), it was RESOLVED with one opposed and two abstentions:

R-2007-9-13 *THAT the Board of Governors authorize the University to collect a \$0.02 per credit fee increase (from \$1.20 to \$1.22 per credit) from all undergraduate students in the Faculty of Arts and Science to support the Arts and Science Federation of Associations, to be implemented with registration for the Winter term of 2008 (2007/4), in accordance with the University billing, refund and withdrawal policy.*

5. Update of the Advisory Search Committee for a President and Vice-Chancellor

Mr. Kruyt reported that, since the last Board meeting, the Committee met once, on December 11, to review the process for the search. The draft profile has been circulated to the various constituencies, with a request for comments by today. The profile will be submitted to the January Board meeting for approval. He mentioned that a number of individuals are engaged in a dialogue and that the Committee is scheduled to meet in early January to review the long list of candidates.

6. Update of the Advisory Search Committee for a Provost and Vice-President, Academic Affairs

Mr. Di Grappa reported that the Committee met on November 25 to interview two candidates. An announcement will be made next week with respect to the public presentation of those candidates in early January.

7. Update of the Advisory Search Committee for a Dean of Engineering and Computer Science

Dr. Dandurand reported that the Committee had met on December 11 to continue its work. Meetings are scheduled for January and February to consider candidates for the position.

8. Update of the Advisory Search Committee for a University Librarian

Dr. Dandurand apprised the Board that the Committee had met on November 28 to consider the three candidates who had made public presentations before the University community. The Committee agreed on a first choice candidate and discussions have been initiated with that individual. Should the discussions be successful, the Committee will be bringing its recommendation to the January Board meeting.

9. Reports on Concordia's compliance with certain legal obligations

9.1 Report on compliance with fiscal requirements

Vice-President, Finance Larry English reported he was satisfied with the procedures followed for computing and remitting taxes withheld from employees and employers' contributions from September 1, 2007 to November 30, 2007 as well as for GST and QST claims from August 1, 2007 to October 31, 2007 and that the University had fully complied with its statutory fiscal obligations. A copy of his written report had been deposited with the Secretary of the Board of Governors.

9.2 Report on compliance with environmental legislation and health and safety regulations

Vice-President, Services Michael Di Grappa reported that the *Quarterly environmental health and safety report on due diligence*, dated December 6, 2007, had been deposited with the Secretary of the Board of Governors.

Mr. Di Grappa noted the absence of any serious injury since his last report. He conveyed the details in relation to two ammonia detection alarms in the ice making facility of the arena on the Loyola Campus, noting that response procedures have been reviewed, updated and communicated to all response personnel. A simulation exercise will be conducted in January to test both the detection system and personnel response.

The annual report of activities involving radioactive materials has been approved by the Canadian Nuclear Safety Commission and the licence renewal has been granted for the next five years. Mr. Di Grappa also updated the Board on the environmental audit follow-up as well as the emergency management planning exercise, specifying that the report for the latter is expected by February 2008.

10. Monthly reports

10.1 Vice-President, Advancement and Alumni Relations – Ms. Kathy Assayag (Document BG-2007-9-D7)

Ms. Assayag apprised the Board about the “Backpack to Briefcase” initiative, which allows students to enhance their soft skills and prepare their transition from student to professional. This includes a series of workshops on topics that are not usually covered in the classroom, such as dressing for success, business dining etiquette, professional presentation skills, stress management, etc.

She also mentioned that the International Students holiday dinner, the annual holiday event hosted for students you cannot return home for the holidays, will be held on December 27.

10.2 Vice-President, Research and Graduate Studies – Dr. Louise Dandurand (Document BG-2007-9-D8)

10.3 Vice-President, External Relations and Secretary-General – Me Marcel Danis (Document BG-2007-9-D9)

No additional information was provided.

10.4 Vice-President, Services – Mr. Michael Di Grappa (Document BG-2007-9-D10)

Mr. Di Grappa announced that, during the Closed Session, the Board had unanimously approved the appointment of Me Bram Freedman as Vice-President, External Relations and Secretary-General. He was pleased to welcome Me Freedman and also expressed his appreciation to Me Marcel Danis for his contributions.

10.5 Vice-President, Finance – Mr. Larry English (Document BG-2007-9-D11)

10.6 Special Communications Advisor to the President – Mr. John Parisella (Document BG-2007-9-D11)

10.7 Provost and Vice-President, Academic Affairs (Document BG-2007-9-D12)

No additional information was provided.

11. Any other business

Mr. Kruyt gave notice of the possibility of the creation of an additional position of Vice-Chancellor. He specified that the role of Chancellor is essentially symbolic, a big part of which is to officiate convocation ceremonies. However, the duties surrounding convocation are not diminishing. In this respect, he asked Governors to ponder if it would be appropriate to consider creating an additional Vice-Chancellor position.

12. Next meeting

The next regular meeting of the Board of Governors will be held on Thursday, January 17, 2008, at 8 a.m., on the SGW Campus, in Room GM 407-1.

13. Adjournment

The Open Session adjourned at 9:55 a.m.

Danielle Tessier
Secretary of the Board of Governors