

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

Held on Thursday, June 18, 2009, immediately following the meeting
of the Corporation, in Room GM 407-1, SGW Campus

PRESENT

Governors: Mr. Peter Kruyt, *Chair*, Mr. Robert Barnes, Dr. Tien Bui, Mr. Charles G. Cavell, *Vice-Chair*, Hon. Baljit Singh Chadha, Dr. June Chaikelson, Me Francesco Ciampini, Mr. Howard Davidson, Me Rita de Santis, *Vice-Chair*, Mr. Jean-Pierre Desrosiers, Dr. Charles Draimin, Mr. Brian Edwards, *Vice-Chair*, Mr. David Gobby, Ms. Suzanne Gouin, Prof. Arpi Hamalian, Mr. Norman Hébert jr., Ms. Keyana Kashfi, Mrs. Judith Kavanagh, Dr. Lucie Lequin, Me John Lemieux, Dr. Catherine MacKenzie, Mr. Tony Meti, Mr. Andrew Molson, Me Marie-José Nadeau, Ms. Patricia Saputo, Mr. Noah Stewart-Ornstein, Ms. Annie Tobias, Mr. Ivan Velan, Mrs. Lillian Vineberg, Mr. Jonathan Wener, *Vice-Chair*, Dr. Judith Woodsworth, *President and Vice-Chancellor*

Officers of the University: Ms. Kathy Assayag, Dr. Louise Dandurand, Mr. Michael Di Grappa, Mr. Larry English, Dr. David Graham

Guests: Mr. Sami Antaki, Me Frederica Jacobs, Me Jonathan Levinson

ABSENT

Governors: Sister Françoise Boisvert, Mr. James Cherry, Ms. Hélène Fortin, Mr. Eddie Fuchs, Dr. Arvind K. Joshi, Ms. Mahboubeh Khani, Mr. David P. O'Brien, *Chancellor*, Ms. Catherine Reimer

Non-voting Observers: Ms. Jean Freed, Dr. Graham Martin

1. **Call to Order**

Mr. Kruyt called the Open Session to order at 7:55 a.m.

1.1 **Chair's remarks**

Mr. Kruyt waived his remarks.

1.2 **Approval of the Agenda**

Upon motion duly moved and seconded (Barnes, MacKenzie), it was unanimously RESOLVED:

R-2009-5-9 *THAT the Agenda be approved.*

1.3 Approval of the Minutes of the Open Session meeting of April 16, 2009

Upon motion duly moved and seconded (Barnes, Mackenzie), it was unanimously RESOLVED:

R-2009-5-10 *THAT the Minutes of the Open Session meeting of the Board of Governors, held on April 16, 2009, be approved.*

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

There was no business arising from the Minutes.

3. Committee appointments

3.1 Employee Benefits Committee

Upon motion duly moved and seconded (Edwards, Gobby), it was unanimously RESOLVED:

R-2009-5-11 *THAT, upon recommendation of the Electoral College, the Board approve the appointment of Mr. Des O'Neill to the Employee Benefits Committee, for the period beginning immediately and ending on December 31, 2011.*

3.2 Advisory Search Committee for a Dean of Graduate Studies

Upon motion duly moved and seconded (Edwards, Vineberg), it was unanimously RESOLVED:

R-2009-5-12 *THAT the following persons be elected as members of the Advisory Search Committee for a Dean of Graduate Studies:*

Dr. Louise Dandurand, Vice-President, Research and Graduate Studies, as Chair;

Ms. Annie Tobias, a member of the Board of Governors representing the community-at-large, and Dr. Shimon Amir, a member of Board of Governors representing faculty, recommended by the Executive Committee of the Board;

Dr. William Bukowski, a full-time faculty member nominated by the Faculty of Arts and Science;

Dr. Martin Lefebvre, a full-time faculty member nominated by the Faculty of Fine Arts;

Dr. Anne-Marie Croteau, a full-time faculty member nominated by the John Molson School of Business;

Dr. Radu Zmeureanu, a full-time faculty member nominated by the Faculty of Engineering and Computer Science;

Dr. Robin Drew, a member of the senior administration, recommended by the Executive Committee of the Board;

Ms. Joanne Beaudoin, a member of the administrative and support staff, nominated by the Electoral College.

4. Banking resolution with Harris N.A. (Document BG-2009-5-D4)

Upon motion duly moved and seconded (Edwards, Meti), it was unanimously RESOLVED:

R-2009-5-13 *THAT Harris N.A. ("Harris") be designated as an authorized depository of Concordia University (the "University") and that one or more checking, savings or other deposit accounts be opened and maintained with Harris;*

THAT any two of the President and Vice-Chancellor, the Vice-President, External Relations and Secretary-General, the Vice-President, Services, the Provost and Vice-President, Academic Affairs, the Vice-President, Finance, the Controller, the Director, Accounting Operations, the Director, Budget Planning and Control and the Director, Processes, Systems and Policies (the "Authorized Officers") from time to time are authorized on behalf of the University and in its name to do any of the following:

- *to waive presentment, demand, protest and notice of protest or dishonor or any check(s), instrument(s), draft(s), acceptance(s), or other evidences of indebtedness made, drawn or endorsed by the University; to engage Harris to provide services to the University and otherwise to deal with Harris in connection with the foregoing activities;*
- *to open or close any deposit or other account with Harris (the "Accounts") and to sign signature cards, authorization, set-up and other documentation and agreements with Harris with respect to any of the Accounts and any services related to the Accounts;*
- *to provide instructions to Harris regarding the University's address (including electronic address), account titles and subtitles and duplicate statements and changes thereto as they may see fit;*
- *to issue written, telephonic, electronic or oral instructions with respect to the transfer or payment of funds of the University on deposit with Harris (or at any other financial institution) by manual, wire, internet, electronic or other means; and*
- *to designate, and advise Harris of the identity of persons who have*
- *authority to receive and administer user procedures, client and user numbers and codes, passwords and other identification data and procedures; and*
- *authority to instruct Harris on set-up and security procedures, authority to receive and administer user procedures, client and user number and codes, passwords and other identification data and procedures including wire transfer authorization;*

it being understood that such persons may be agents of service providers to University. Such authority may be evidenced by any means including pursuant to authorization

forms required by Harris or similar documentation delivered by or on behalf of the University to Harris.

THAT that the opening and maintaining of the Accounts and all transactions in connection with the Accounts will be governed by the provisions of the agreements pertaining to such Account, as provided by Harris, and by such rules and regulations as Harris shall, from time to time, promulgate and establish; and that any two of the Authorized Officers are authorized to sign and execute such signature cards, applications, forms and agreements required by Harris in connection with the Accounts;

THAT the University be authorized to obtain banking services from Harris including cash management services and to enter into such agreement or agreements pertaining to any such services as are required by Harris from time to time, including a Cash Management Master Services Agreement, Schedule of Services and Service Documentation and other agreements as Harris shall deem appropriate from time to time; and

THAT a certified copy of this resolution be delivered to Harris for its guidance and information and that this resolution be valid until a resolution abrogating the same shall have been passed and a certified copy thereof delivered to Harris.

5. Approval of the establishment of the Council of the School of Extended Learning
(Document BG-2009-5-D5)

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

R-2009-5-14 *THAT, upon the recommendation of Senate, the Board of Governors approve the establishment of the Council of the School of Extended Learning, as outlined in Document BG-2009-5-D5.*

6. Approval of the collection of student activity and association fee levies

Further to a comment that students routinely approve increases in activity and association fees while systematically voting against any tuition fee increase, Ms. Kashfi and Mr. Stewart-Ornstein opined that there was a fundamental difference, in that those fees are collected for activities that are not otherwise funded. It was confirmed that each group has oversight over their budget.

Further to comments and concerns expressed about the process, Ms. Tessier indicated that the memo from the Dean of Students constitutes the confirmation that the appropriate process for each fee has been followed and that without such a memo, no such fee would be brought forward for collection.

6.1 Fine Arts Students' Association (FASA) fee levy (Documents BG-2009-5-D6 and D7)

Upon motion duly moved and seconded (Kashfi, Stewart-Ornstein), it was unanimously RESOLVED:

R-2009-5-15 *THAT the Board of Governors authorize the University to collect a \$0.35 per credit fee increase (from \$1.00 to \$1.35 per credit) from all undergraduate students in the Faculty of Fine Arts to support the Fine Arts Students Association (FASA), to be implemented with registration for the Fall term of 2009 (2009/2), in accordance with the University billing, refund and withdrawal policy.*

6.2 People's Potato fee levy (Document BG-2009-5-D8)

Upon motion duly moved and seconded (Kashfi, Stewart-Ornstein), it was unanimously RESOLVED:

R-2009-5-16 *THAT the Board of Governors authorize the University to collect a \$0.10 per credit fee increase (from \$0.27 to \$0.37 per credit) from all undergraduate students to support the People's Potato, to be implemented with registration for the Fall term of 2009 (2009/2), in accordance with the University billing, refund and withdrawal policy.*

6.3 Commerce and Administration Students' Association (CASA) fee levy for the Career Management Services (Document BG-2009-5-D9)

Upon motion duly moved and seconded (Kashfi, Stewart-Ornstein), it was unanimously RESOLVED:

R-2009-5-17 *THAT the Board of Governors authorize the University to collect a \$0.40 per credit fee increase (from \$2.50 to \$2.90 per credit) from all undergraduate students in the John Molson School of Business to support the Commerce and Administration Students' Association fee levy for the Career Management Services, to be implemented with registration for the Fall term of 2009 (2009/2), in accordance with the University billing, refund and withdrawal policy.*

7. Report and recommendations of the Budget Committee

Mr. Kruyt apprised the Board that the Senior Salaries Committee was sensitive to the issues raised in relation to the payment of bonuses to senior administrators. Further to discussion and review, a decision was made to forego salary increases for 2009/2010 but the Committee decided to grant them bonuses.

The President prefaced Mr. English's power point presentation by providing the underlying context of the budget. The University is chronically underfunded, and this has been compounded the funding formula which has been changed to Concordia's detriment. Tuition in Quebec is capped and is on the low side compared to the other provinces. The situation is further complicated by rising costs and the economic downturn. For 2008/2009, the University has ended the year with a deficit of \$2.5 million, which is less than the \$4 million originally anticipated since some savings were achieved, bringing its accumulated deficit to \$13 million. While Concordia's accumulated deficit is significantly lower than that of some other Quebec universities, Dr. Woodsworth noted that its capital debt of \$255 million exceeds the accumulated deficits of those other universities, resulting in a yearly interest repayment of \$13.5 million and one of the highest debt/student ratio in the country.

The President mentioned that before beginning the 2009/2010 year the University faced a structural deficit of \$6 million representing the difference between what Concordia receives from the government for cost of living increases and what it pays to its employees in virtue of the various collective agreements. Moreover, some significant expenses will be incurred, such as \$1 million for Congress 2010 which Concordia is hosting. In developing the 2009/2010 budget, it was decided to be financially prudent while being consistent with the goals set out in the Strategic Framework. Accordingly, investments will be made in emerging strategic priorities and a strategic fund of \$500 000 will be established to provide seed funding for initiatives flowing from the Strategic Framework. Collective agreements have been settled in a fair manner, resulting in competitive salaries being offered to ensure retention of faculty and staff. Faculty hiring will continue but at lower rate to replace departures or retirements.

To offset costs, savings will be achieved. As stated by the Board Chair, senior administrators will receive no salary increase for 2009/2010, and the savings resulting therefrom will be used to fund student initiatives. Rent will be lower. The 2009/2010 budget provisions include planning an increase of 500 weighted FTEs primarily in the graduate cycles, increasing the tuition fees in two deregulated areas (tuition fees for international students in some JMSB and ENCS programs with an reinvestment up to 20% towards improving student support), eliminating the acceptance of credit cards for the payments of tuition fees, seeking and exploiting operational efficiencies and applying small selected sectoral cuts.

Dr. Woodsworth completed her commentary by apprising Governors that the Foundation had incurred a loss as a result of the economic downturn. In light of the University's objective to enhance student experience, the decision was made to protect the student scholarships and bursaries supported by the Foundation and to maintain the same level of commitment for student aid and scholarships in the new cycle. As a result, the University will absorb the Foundation's shortfall of \$6 million and honor its commitment of a 5% payout for the 2009/2010 year.

Mr. English made a power point presentation which translated the elements underlined by the President into numbers in connection with the financial and political context, the structural deficit, the deficit reduction measures and the 2009/2010 budget provisions. He also showed slides on the international tuition fees charged to administration and engineering students at Concordia compared to those charged by other universities. Mr. English concluded his presentation by confirming that a deficit of \$4.2 million is projected for 2009/2010.

Further to the presentations, Mr. Kruyt congratulated Dr. Woodsworth and her team for achieving a break-even budget from an operational standpoint. A discussion ensued, during which Dr. Woodsworth and Mr. English responded to comments and questions of clarification from Governors with regards to the percentage of cuts and expenditures in the academic sector compared to the administrative sector.

The main point of contention from the students' perspective was the proposed tuition for international students in some programs. Speaking privileges were granted to Mr. Amine Dabchy, CSU President, and Mr. Erik Chevrier, GSA Director attending the meeting in the absence of Ms. Khani, who both spoke against the proposed increases as did Governors Stewart-Ornstein and Kashfi. While recognizing the University's

financial situation and management efforts to achieve savings, they argued that the increase was unacceptable and unfair to international students, that other ways should be considered to address the deficit, that this measure could potentially backfire since some students cannot afford increased tuition and therefore fewer of them will attend Concordia and would choose some other Canadian universities which charge less for the same programs.

In response to questions, it was confirmed that the increases will apply to all students registered in the targeted programs, not just the incoming ones, but that the University will be proactive in providing the information to all affected students as soon as possible.

An amendment moved by Mr. Stewart-Ornstein and seconded by Ms. Kashfi that the budget be adopted without the projected revenue from the proposed tuition fee increases was defeated by a majority. A further amendment moved by Mr. Stewart-Ornstein and seconded by Ms. Kashfi that the increase only apply to new students registering in the Fall 2009 was defeated by a majority. The vote on the main motions was then taken.

7.1 Approval of the 2009/2010 Operating Budget (Document BG-2009-5-D10)

Upon motion duly moved and seconded (Velan, Meti), it was RESOLVED by a majority:

R-2009-5-18 *THAT, upon recommendation of the Budget Committee, the Board of Governors approve the 2009/2010 Operating Budget, as set out in Document BG-2009-5-D10.*

7.2 Increase to the per-credit tuition fees for undergraduate International students in certain programs (Document BG-2009-5-D11)

Upon motion duly moved and seconded (Velan, Meti), it was RESOLVED by the required two-thirds majority:

Increase to the per-credit tuition fees for undergraduate International students in Engineering and Computer Science Cycle I programs

R-2009-5-19 *WHEREAS the MELS de-regulated the tuition fees charged to undergraduate international students registered in the disciplines of law, computer science, mathematics, pure sciences, administration and engineering beginning with the 2008/2009 academic year;*

WHEREAS the de-regulation of tuition fees will be implemented over a period of 6 years and during this period the MELS will continue to claw-back the forfaitaires in accordance with the base forfaitaire rates set by the MELS, and the MELS will return to the University a gradually increasing amount of forfaitaires such that at the end of the 6 year implementation period, the University will keep 100% of the base forfaitaires;

WHEREAS the MELS has permitted Quebec universities to increase the base forfaitaires for de-regulated disciplines by any amount over and above the 10% increase [R2008-7-4 April 6, 2008];

BE IT RESOLVED:

THAT in addition to the per-credit base tuition fee, base forfaitaire and additional 10% forfaitaire charged to these students, that a per-credit premium be charged to bring the fee to a total of \$550.00 per credit beginning with the 2009 Fall semester (2009/2); and

THAT 20% of revenues generated by these premiums be reinvested, at the Faculty level, to support and improve services for international students, with this re-investment to be reviewed in five years; and

THAT the total per-credit fee be increased on an annual basis to reflect the percentage of increase to the base tuition and forfaitaire rates, whichever is higher, as set by the MELS until such time as fees are completely de-regulated; and

THAT all reasonable efforts be taken to make this information known to the affected students as soon as possible.

Increase to the per-credit tuition fees for undergraduate international students in John Molson School of Business Cycle I programs

R-2009-5-20 *WHEREAS the tuition fee for undergraduate international students registered in John Molson School of Business programs has been \$466.67 per credit since the 2002 Fall semester (2002/2) [R2001-24 April 18, 2001] while tuition fees for international students in other undergraduate programs have increased substantially since 2002 as a result of increases in tuition fees and base forfaitaires set by the MELS;*

WHEREAS the \$466.67 per credit fee includes the per-credit tuition fee, the base forfaitaire rate set by the MELS and a premium;

WHEREAS the forfaitaire fees charged to international students (with the exception of those students registered in the John Molson School of Business) were increased by 10% effective for the registration for the Fall Term of 2008 (2008/2) [R2008-7-4 April 6, 2008] as permitted by the Ministry of Education, Recreation and Sports (MELS);

WHEREAS the MELS has de-regulated the tuition fees charged to undergraduate international students registered in the disciplines of law, computer science, mathematics, pure sciences, administration and engineering beginning with the 2008/2009 academic year;

WHEREAS the de-regulation of tuition fees will be implemented over a period of 6 years and during this period the MELS will continue to claw-back the forfaitaires in accordance with the base forfaitaire rates set by the MELS, and the MELS will return to the University a gradually increasing amount of forfaitaires such that at the end of the 6 year implementation period, the University will keep 100% of the base forfaitaires;

WHEREAS the MELS has permitted Quebec universities to increase the base forfaitaires for de-regulated disciplines by any amount over and above the 10% increase [R2008-7-4 April 6, 2008];

BE IT RESOLVED:

THAT the base forfaitaire fee charged to undergraduate international students enrolled in John Molson School of Business programs be increased by 10% effective for the registration of the Fall term of 2009 (2009/2); and

THAT 25% of the additional forfaitaire revenues generated by this increase be re-invested in direct student support for international students on the basis of academic achievement and need, with this re-investment to be reviewed in five years; and

THAT in addition to the per-credit base tuition fee, forfaitaire and additional 10% forfaitaire charged to these students, that a per-credit premium be charged to bring the fee to a total of \$600.00 per credit beginning with the 2009 Fall semester (2009/2); and

THAT 20% of revenues generated by this premium be reinvested, at the Faculty level, to support and improve services for international students, with this re-investment to be reviewed in five years; and

THAT the total per-credit fee be increased on an annual basis to reflect the percentage of increase to the base tuition and forfaitaire rates, whichever is higher, as set by the MELS until such time as fees are completely de-regulated; and

THAT all reasonable efforts be taken to make this information known to the affected students as soon as possible.

Increase to the per-credit tuition fees for graduate International students in John Molson School of Business Cycle II programs

R-2009-5-21 *WHEREAS the tuition fee for graduate international students registered in John Molson School of Business Cycle II programs has been \$400 per credit since the 1998 Fall semester (1998/2) [R98-10 February 18, 1998] while tuition fees for international students in other graduate programs have increased substantially since 1998 as a result of increases in tuition fees and base forfaitaires set by the MELS;*

WHEREAS the \$400 per credit fee includes the per-credit tuition fee, the base forfaitaire rates set by the MELS and a premium;

WHEREAS the forfaitaire fees charged to international students (with the exception of those students registered in the John Molson School of Business) were increased by 10% effective for the registration for the Fall Term of 2008 (2008/2) [R2008-7-4 April 6, 2008] as permitted by the Ministry of Education, Recreation and Sports (MELS);

BE IT RESOLVED:

THAT the base forfaitaire fee charged to graduate international students enrolled in John Molson School of Business programs be increased by 10% effective for the registration of the Fall term of 2009 (2009/2); and

THAT 25% of the additional forfaitaire revenues generated by this increase be reinvested in direct student support for international students on the basis of academic achievement and need, with this re-investment to be reviewed in five years; and

THAT in addition to the per-credit base tuition fee, base forfaitaire and additional 10% forfaitaire charged to these students, that a per-credit premium be charged to bring the fee to a total of \$600.00 per credit beginning with the 2009 Fall semester (2009/2); and

THAT 20% of revenues generated by these premiums be reinvested, at the Faculty level, to support and improve services for international students, with this re-investment to be reviewed in five years; and

THAT the total per-credit fee be increased on an annual basis to reflect the percentage of increase to the base tuition and forfaitaire rates, whichever is higher, as set by the MELS until such time as fees are completely de-regulated; and

THAT all reasonable efforts be taken to make this information known to the affected students as soon as possible.

8. Presentation on the Strategic Framework (Documents BG-2009-5-D12 and D13)

Referring to the material which had been distributed to Governors in their packages, the President noted that the Gantt chart outlines the actions that have been taken as well as those that will be taken in order to implement the strategic directions. Upon her arrival at Concordia, she had been tasked by the Board to bring forward the strategic framework, and the year's work has culminated in a motion from Senate at its May 22 meeting which unanimously recommended its approval by the Board. This recommendation is a sign of support and buy-in by the academic sector.

She continued by conveying her concept of what a strategic plan is, defining it as a continuing process rather than a project with a single product. It engages a community of students, staff, volunteers, professors and scholars, allowing them to collectively revisit the institution's past, mission, culture and challenges, to articulate a vision for the future and to improve the University's impact not only on its community but society as a whole.

Dr. Woodsworth referred to the revised mission statement which emphasizes who we are and embodies the ideas conveyed by the community throughout the consultation period. It captures the main descriptors of Concordia, such as diversity which helps us make our mark on society. The vision statement speaks to what we aspire to be, which is among the top five comprehensive universities in Canada within the next decade and to be a first choice for students and faculty in some fields. She specified that discussions will continue in order to identify Concordia's signature areas. Finally, our values are what drive us and are important in deciding what programs to offer.

The various elements which comprise the Concordia advantage, such as accessibility, innovative programs, location, etc., are key to identifying our strategic positioning which will assist us in leveraging our strengths to reach our goals and attain our vision. The three pillars of the plan, outlined on page 21 of the framework document as academic work of the highest quality, outstanding student experience and student engagement and community engagement and social responsibility, are supported by two strategies, best practices in administration and communicating our success. The President continued her presentation by giving examples of actions specific to different

tasks included in the Gantt chart. She pointed out that some actions have several implications while some are further along than others.

Dr. Woodsworth restated the University's vision and noted that while some of the work has already been accomplished, a retreat is scheduled in late August, which will be attended by the Vice-Presidents and the Deans and their direct reports, the objective being to identify actions within their own jurisdiction and to develop plans. She thanked all members of the community who participated in the consultation process as well as the Board members for their invaluable input. Mr. Kruyt thanked the President, indicating that this was a step in the right direction and that he was looking forward to the implementation plan.

Upon motion duly moved and seconded (Molson, Stewart-Ornstein), it was unanimously RESOLVED:

R-2009-5-22 THAT, upon the recommendation of Senate, the Board of Governors approve Document BG-2009-5-D13: *Reaching Up, Reaching Out: A Strategic Framework for Concordia University 2009 – 2014.*

9. Report on compliance with fiscal requirements

Mr. Edwards chaired the meeting from this point on since the Chair had to leave.

Mr. English reported he was satisfied with the procedures followed for computing and remitting taxes withheld from employees and employers' contributions from March 1 to May 31, 2009 as well as for GST and QST claims from February 1 to April 30, 2009 and that the University had fully complied with its statutory fiscal obligations. A copy of his detailed report has been deposited with the Secretary of the Board of Governors.

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

Mr. Di Grappa noted that the *Quarterly environmental health and safety report on due diligence* has been deposited with the Secretary of the Board of Governors and summarized the highlights as follows:

- There have been no serious injuries or incidents since the last report.
- Citations of non conformity have been corrected.
- The Annual Report of Injuries and Incidents for 2008 has been sent to the Vice-President, Services and reviewed by the Central Advisory Health and Safety Committee and other stakeholders. Of concern is the increase in the assessment rate, which will be charged to the University by the CSST, relating to the cost of employee injuries, which have occurred over the last four years. The claims management process is currently under review.
- The CSST interventions relating to work in the Hall building have been addressed. The CSST has approved the management plan and closed the file.
- Pandemic response planning has been updated in response to the A(H1N1) influenza alert. The University is now in a better position to respond should the situation escalate in the autumn. Health professionals have received fit testing. Security staff has been briefed on their role and custodial staff have been provided with hazard information and a modified cleaning schedule to give

more attention to high traffic areas. Signage and hand sanitizers have been installed and, community alerts posted and regularly updated. Students studying in Mexico were contacted and advised to come home when the alert in Mexico was at its peak. Public health information and travel alerts are being closely monitored.

- A policy to improve the level of safety and support to individuals traveling on University business is currently under development and a draft policy is expected to be ready for review in early September.

10. Annual report on sundry fees (Document BG-2009-5-D14)

11. Yearly report of the Board Standing Committees (Document BG-2009-5-D15)

No questions were asked in connection with the above reports which were provided for information purposes.

12. Report of the President (Document BG-2009-5-D16)

Given the late hour, Dr. Woodsworth waived her verbal report.

13. Monthly reports

13.1 Executive Director - University Communications Services - Mr. Sami Antaki (Document BG-2009-5-D17)

There was no additional information to add to the written report.

13.2 Vice-President, Advancement and Alumni Relations - Ms. Kathy Assayag (Document BG-2009-5-D18)

Ms. Assayag congratulated Governor Robert Barnes for the success of the recent SGW Alumni Association sock hop event. She invited Governors to attend a gift announcement on July 9, at 11:30 a.m., on the 6th floor of the MB Building. She was also pleased to announce that the participation rate for this year's internal community campaign had attained 37%, and that the campaign had raised \$344,000.

11.3 Vice-President, Research and Graduate Studies - Dr. Louise Dandurand (Document BG-2009-5-D19)

Dr. Dandurand was pleased to report that three of the ten proposals submitted for CFI (Canada Foundation for Innovation) funding had been accepted.

13.4 Vice-President, Services - Mr. Michael Di Grappa (Document BG-2009-3-D20)

13.5 Vice-President, Finance - Mr. Larry English (Document BG-2009-3-D21)

13.6 Vice-President, External Relations and Secretary-General - Me Bram Freedman (Document BG-2009-5-D22)

13.7 Provost and Vice-President, Academic Affairs - Dr. David Graham (Document BG-2009-5-D23)

No supplemental information was provided to the written reports.

14. Any other business

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

R-2009-5-23 *THAT the Board of Governors extends its appreciation to Mr. Charles Cavell and Me Rita de Santis for their tireless work and dedication during their term as Vice-Chair of the Board.*

15. Next meeting

Mr. Edwards noted that today's was the last meeting of the 2008/2009 academic year. The Board will resume its meeting in the Fall. The schedule of meetings is currently being finalized and will be forwarded to Governors in due course.

16. Adjournment

Before adjourning the meeting, Mr. Edwards thanked all Governors for their work and participation throughout the year and, on behalf of the Board, expressed appreciation to Dr. Woodsworth and her team for a great year.

The meeting adjourned at 10:29 a.m.

Danielle Tessier
Secretary of the Board of Governors