

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

Held on Friday, April 26, 2013, at 8 a.m.
in Room GM 410 (Board of Governors Meeting Room)
located on the 4th floor of the Guy-Metro Building,
1550 de Maisonneuve Blvd. West
on the SGW Campus

PRESENT

Governors: Mr. Norman Hébert jr., *Chair*, Dr. Shimon Amir, *Vice-Chair*, Mr. Jeff Bicher, Mr. Tim Brodhead, Me Antoinette Bozac, Mr. Craig Buchanan, Mr. Erik Chevrier, Me Francesco Ciampini, Mr. Howard Davidson, Mr. Jean-Pierre Desrosiers, Prof. Jean Freed, Ms. Lex Gill, Dr. Norman Ingram, Dr. Lawrence Kryzanowski, Me John Lemieux, Dr. William Lynch, Mr. Tony Meti, Me Marie-José Nadeau, *Vice-Chair*, Mr. Michael Novak, Dr. Alan Shepard, *President and Vice-Chancellor*, Ms. Annie Tobias

Alternate Governor: Mr. Andrew Roberts

Also attending: Mr. Philippe Beauregard, Dr. Graham Carr, Mr. William Cheaib, Mr. Roger Côté, Me Bram Freedman, Mr. Patrick Kelley, Ms. Marie Claire Morin, Dr. Lisa Ostiguy

ABSENT

Governors: Prof. Daniel Cross, Ms. Hélène Fortin, Ms. Mélanie La Couture, Mr. Jacques Lyrette

Non-voting Observer: Mr. L. Jacques Ménard, *Chancellor*

1. **Call to Order**

Mr. Hébert called the meeting to order at 8:05 p.m.

1.1 **Approval of the Agenda**

Mr. Hébert apprised Governors that item 17.1 regarding the approval of the 2013-2014 operating budget was being deferred.

The Chair of the Finance Committee, Mr. Meti, explained that as a result of some evolving information concerning the underlying numbers, a final review of the budget was required. While it is not expected that there will be a change to the bottom line numbers,

in keeping with our commitment to good governance, the adoption of the budget will be deferred to the June meeting.

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

R-2013-4-1 *That the Agenda of the Open Session meeting be approved, with the deferral of item 17.1 to the June meeting.*

CONSENT

2. Approval of January 30, 2013 Minutes

R-2013-4-2 *The Minutes of the Open Session meeting of the Board of Governors held on January 30, 2013, were approved by consent.*

3. Approval of March 7, 2013 Minutes

R-2013-4-3 *The Minutes of the Open Session meeting of the Board of Governors held on March 7, 2013, were approved by consent.*

4. Report on compliance with fiscal requirements (Document BG-2013-4-D1)

The report of the Chief Financial Officer on compliance with fiscal requirement was provided for information purposes.

5. Report on compliance with environmental legislation and health and safety regulations (Document BG-2013-4-D2)

The report of the Vice-President, Services on compliance with environmental legislation and health and safety regulations was provided for information purposes.

6. Appointments (Document BG-2013-4-D3)

6.1 Advisory Search Committees

R-2013-4-4 *The following appointments were approved by consent:*

Advisory Search Committee for the Dean of Graduate Studies
Ms. Valerie Lamontagne, representing the graduate students

Advisory Search Committee for the Dean of the Faculty of Engineering and Computer Science

Mr. Mohammad Nurujjaman, representing the graduate students
Mr. Ted Obuchowicz, representing the part-time faculty members
Ms. Zineb Bencheikh, representing the administrative and support staff
Drs. Ferhat Khendek, Osama Moselhi, Yousef Shayan and Radu Zmeureanu, representing the full-time faculty members
Dr. Steve Harvey, representing the Deans

*Mr. Michael Novak, a Board member representing the external community
Dr. Norman Ingram, a Board member representing faculty*

6.2 Real Estate Planning Committee

R-2013-4-5 *The decision of the Executive Committee dated March 21, 2013 appointing Mr. Andrew Roberts as a member of the Real Estate Planning Committee was ratified by consent.*

7. Governance and Ethics Committee report (Document BG-2013-4-D4)

8. Human Resources Committee report (Document BG-2013-4-D5)

These reports were provided for information.

9. Request for approval of use of the Concordia name (Document BG-2013-4-D6)

R-2013-4-6 *The request to use the Concordia name by Concordia Undergraduate Journal of Art History, subject to the conditions set out in the Policy on the use of Concordia University's Name, Logo and Related Insignia, and the Governance of its Visual Character (Policy SG-4), was approved by consent.*

10. Annual report from the Office of Rights and Responsibilities (Document BG-2013-4-D7)

This report was provided for information.

11. Amendment of the resolution regarding the three short-term lines of credit and the long-term borrowing plan established for the projects under the Knowledge Infrastructure Program (Document BG-2013-4-D9)

R-2013-4-7 *The following resolution was approved by consent:*

Concernant la modification de la résolution du 25 novembre 2009, telle que modifiée par la résolution du 28 septembre 2011 mettant en place trois marges de crédit et un régime d'emprunts à long terme auprès de Financement-Québec, lui permettant d'emprunter jusqu'à concurrence d'un montant total en cours de 41 347 712 \$, et ce, d'ici le 31 décembre 2013.

ATTENDU QUE le 25 novembre 2009, l'Université Concordia a adopté une résolution, telle que modifiée par la résolution du 28 septembre 2011, mettant en place trois marges de crédit et un régime d'emprunts à long terme auprès de Financement-Québec, valide jusqu'au 31 décembre 2012, lui permettant d'emprunter par voie de marge de crédit ou à long terme auprès de Financement-Québec, aux fins de financer les projets « Centre de recherche Génomique (CRG) », « Centre de recherche environnementale » et « Centre de recherche PERFORM » (les « Projets ») autorisés dans le cadre du Programme de soutien à la recherche, volet 4 : infrastructure du savoir (le « Programme »), mis sur pied par le ministère du Développement économique, de l'Innovation et de l'Exportation, maintenant sous la responsabilité du ministère de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie, et adoptée par le Conseil du trésor du Québec le 1^{er} septembre 2009, conformément aux caractéristiques et limites qui y sont établies, pour combler des besoins n'excédant pas 138 693 008 \$;

ATTENDU QUE l'Université Concordia souhaite à nouveau modifier la résolution du 25 novembre 2009, telle que modifiée par la résolution du 28 septembre afin que l'échéance des marges de crédit et du régime d'emprunts à long terme soit reportée au 31 décembre 2013;

EN CONSÉQUENCE, IL EST RÉSOLU :

1. QUE la résolution du 25 novembre 2009, telle que modifiée par la résolution du 28 septembre 2011, soit modifiée à nouveau afin de porter la date d'échéance des marges de crédit et du régime d'emprunts à long terme au 31 décembre 2013;
2. QUE la résolution du 25 novembre 2009, telle que modifiée par la résolution du 28 septembre 2011, soit modifiée en conséquences, en remplaçant, partout où elle se trouve, la date du « 31 décembre 2012 » par celle du « 31 décembre 2013 »;
3. QUE les dispositions de la résolution numéro du 25 novembre 2009, telle que modifiée par la résolution du 28 septembre 2011 demeurent valides et en vigueur sauf dans la mesure où elles sont modifiées par les dispositions des présentes.

12. Minor amendments to the Guidelines for the Awarding of Honorary Degrees (Policy BD-15) (Document BG-2013-4-D9)

R-2013-4-8 *The amendments to Guidelines for the Awarding of Honorary Degrees (Policy BD-15) outlined in Document BG-2013-4-D9 were approved by consent.*

REGULAR

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

There was no business arising from the Minutes not included on the Agenda.

14. President's report (Document BG-2013-4-D10)

In addition to his written report, Dr. Shepard updated the Board of a recent visit to Calgary and some upcoming visits to Boston and New York to meet with alumni and build relationships in those communities.

15. Update on education summit and working groups (Document BG-2013-4-D11)

Dr. Shepard apprised Governors that yesterday Mr. Hébert, Me Freedman and himself attended a meeting of the working group which will propose framework legislation for universities (*Chantier sur une loi-cadre des universités*). They emphasized the importance of maintaining the Board's autonomy as well as the bicameral model.

Dr. Shepard responded to questions regarding the status of CREPUQ and the composition of the 5 working groups.

16. Approval of the profile of ideal candidate for the Dean of Graduate Studies (Document BG-2013-4-D12)

Upon motion duly moved and seconded (Shepard, Amir), it was unanimously RESOLVED:

R-2013-4-9 *That the profile of the ideal candidate for the position of Dean of Graduate Studies, outlined in Document BG-2013-4-D12, be approved.*

17. Finance Committee report (Document BG-2013-4-D13)

- 17.1 2013/2014 Operating budget (Document BG-2013-4-D14)

This item is deferred to the June meeting.

- 17.2 2013/2014 Short term borrowings (Document BG-2013-4-D15)

Mr. Kelley and Mr. Marc Gauthier, University Treasurer, explained that the borrowing requirements are done yearly as normal course treasury arrangements. The Ministry of Higher Education requires that these borrowing arrangements be approved by the Board on an annual basis.

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

R-2013-4-10 *THAT, on recommendation of the Finance Committee, the Board of Governors approve the 2013/2014 Short term borrowings up to \$143.3 million, outlined in Document BG-2013-4-D15.*

- 17.3 Modifications to the Policy on Contract Review, Signing and Required Approvals (Document BG-2013-4-D16)

Me Freedman said that major amendments to the Policy were approved by the Board in 2011 and that minor revisions are now being proposed to align it with current practices and other policies which are in place. This Policy is the overarching University policy which determines who can authorize what type of agreement or transaction and at what level.

Further to a comment concerning some language in article 25, it was agreed that this be looked at and to defer the approval of the Policy to the June meeting.

- 17.4 Modifications to the Procurement Policy (Document BG-2013-4-D17)

Me Freedman explained that this Policy is operational and sets out the acquisition process and how it is carried out.

Further to a comment, it was underlined that item 1 of the Policy refers to the legislation which is very directive and operational. This means that the bidder with the lowest bid is not automatically awarded the contract, since the law provides that the University must

accept a bid from the lowest *conforming* bidder, in accordance to grids and weighting factors.

In response to a request that the Board receive a list of all contracts awarded by the University, the point was made that it is not the Board's role to delve into operational issues. However, further to discussion and in light of some other Governors being supportive of this request, it was agreed that all contracts awarded under the *Procurement Policy* should be reviewed on a regular basis by the Audit Committee which will report to the Board as necessary.

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

R-2013-4-11 *That, on recommendation of the Finance Committee, the Board of Governors approve the modifications to the Procurement Policy (Policy CFO-20), as set out in Document BG-2013-4-D17.*

18. Collection of undergraduate student fee levies (Document BG-2013-4-D18)

Upon motion duly moved and seconded (Gill, Bozac), it was unanimously RESOLVED:

R-2013-4-12 *That the Board of Governors authorize the University to collect an increased fee levy of \$0.15 per credit (increase of \$0.10 per credit from \$0.05 per credit) from all undergraduate students to support Sustainable Concordia, to be implemented with registration for the Fall 2013 term (2013/2), in accordance with the University billing, refund and withdrawal policy.*

That the Board of Governors authorize the University to collect a fee levy of \$0.12 per credit from all undergraduate students to support the Concordia Greenhouse project, to be implemented with registration for the Fall 2013 term (2013/2), in accordance with the University billing, refund and withdrawal policy.

That the Board of Governors authorize the University to collect a fee levy of \$0.06 per credit from all undergraduate students registered in the Faculty of Fine Arts to support the Concordia Undergraduate Journal of Art History, to be implemented with registration for the Fall 2013 term (2013/2), in accordance with the University billing, refund and withdrawal policy.

19. Other business

In response to a query, Mr. Côté informed Governors that the University was approached by the 2110 Centre for Gender Advocacy to establish a sexual assault resource centre. As a result of cooperative efforts among the student group and different University services, the centre will open this Fall on the SGW Campus and will provide educational resources, counselling and expert referral services. It will be staffed by a social worker and will operate within Student and Enrolment Services under the umbrella of Counselling and Development.

20. Adjournment

The meeting was adjourned at 9:05 a.m.



Danielle Tessier
Secretary of the Board of Governors