

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

Held on Wednesday, December 9, 2015, at 4:00 p.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: Norman Hébert jr., *Chair*, Helen Antoniou Molson, Françoise Bertrand, *Vice-Chair*, Sandra Betton, Jeff Bicher, Antoinette Bozac, Gabriel Bran Lopez, Gina P. Cody, Jean-Pierre Desrosiers, Norman Ingram, Mélanie La Couture, Tony Loffreda, William Lynch, Frédérica Martin, Michael Novak, Alex Ocheoha, Maria Peluso, Georges Paulez, Philippe Pourreaux, Suzanne Sauvage, Alan Shepard, *President and Vice-Chancellor*, Haidee Wasson, Terry Wilkings

Alternate Governor: Benjamin Prunty

Also attending: Benoit-Antoine Bacon, Philippe Beauregard, Sylvie Bourassa, Graham Carr, Roger Côté, Bram Freedman, Marc Gauthier, Frederica Jacobs, Patrick Kelley, Lisa Ostiguy, Daniel Therrien

ABSENT

Governors: Shimon Amir, *Vice-Chair*, Hélène Fortin

Non-voting Observer: Jonathan Wener, *Chancellor*

1. Call to Order (Document BG-2015-7-D1)

Mr. Hébert called the meeting to order at 4:03 p.m., welcoming Frederica Jacobs, Secretary-General and General Counsel.

He referred Board members to the letter from Ellie Hummel, Chaplain and Coordinator at the Multi-Faith Chaplaincy, regarding the Student Emergency and Food Fund, reminding Governors about the importance of donating to this fund, especially at this time of the year.

The Chair also referred to the letter he sent to Governors in November with respect to the 2015/2016 community campaign, noting that pledge forms were available at the meeting for those who have not yet made their contribution.

Dr. Betton encouraged Governors to attend the upcoming JMSB MBA International Case Competition, held from January 3 to 8, 2016 and to obtain more information by visiting the [website](#).

1.1 Adoption of the Agenda

Mr. Hébert apprised Governors that revised Minutes had been distributed at the meeting as well as a revised Human Resources Committee report filed under document number BG-2015-7-D10.

Upon motion duly moved and seconded, it was unanimously RESOLVED:

R-2015-7-1 *That the Agenda be approved, including the items on the Consent Agenda, with the removal of item 7 from the Consent to the Regular Agenda.*

CONSENT

2. Adoption of October 28, 2015 Minutes

R-2015-7-2 *That the Minutes of the meeting of the Open Session of October 28, 2015 be approved,*

3. Report on compliance with fiscal requirements (Document BG-2015-7-D2)

This report is provided for information purposes

4. Appointment of an administrative and support staff representative to the Employee Benefits Committee (Document BG-2015-7-D3)

R-2015-7-3 *That the appointment of Douglas Chananda to the Employee Benefits Committee for a term beginning on January 1, 2016 and ending on December 31, 2017 be approved.*

5. Requests for the use of the Concordia name

5.1 Concordia Committee for International Affairs and Diplomacy (Document BG-2015-7-D4)

R-2015-7-4 *That the request to use the Concordia name by the Concordia Committee for International Affairs and Diplomacy, 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 (SG-4), be approved.*

5.2 Concordia Model United Nations Education and Leadership Centre (Document BG-2015-7-D5)

R-2015-7-5 *That the request to use the Concordia name by Concordia Model United Nations Education and Leadership Centre, 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 (SG-4), be approved.*

5.3 Concordia Surf Club (Document BG-2015-7-D6)

R-2015-7-6 *That the request to use the Concordia name by Concordia Surf Club, 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 (SG-4), be approved.*

6. Revisions to the membership of the Council of the Faculty of Engineering and Computer Science (Document BG-2015-7-D7)

R-2015-7-7 *That the Board of Governors approve the revisions to the membership of the Council of the Faculty of Engineering and Computer Science, as outlined in Document BG-2015-7-D7.*

8. Governance and Ethics Committee report (Document BG-2015-7-D9)

9. Human Resources Committee report (Document BG-2015-7-D10)

10. Real Estate Planning Committee (Document BG-2015-7-D11)

These reports are provided for information purposes.

REGULAR

7. Revisions to the Policy on the Use of Concordia University's Name, Logo and Related Insignia, and the Governance of its Visual Character and Digital Presence (SG-4) (Document BG-2015-7-D8)

Further to a query as to whether the proposed policy had been vetted through a committee of the Board, the point was made that the Governance and Ethics Committee is not a policy review committee. Mr. Beauregard explained that the revisions were primarily to incorporate reference to the digital presence as well as changes in relation to the web content management software, following an extensive internal consultation and review process. The President responded that there is no natural home for those changes to be reviewed, which are of an administrative and housekeeping nature.

The Chair asked the Secretary-General to look into determining the appropriate conduit for the review of such items, and therefore the item was withdrawn for consideration at today's meeting.

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

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

12. President's report

As complementary information to his written report, Prof. Shepard reported the following:

⇒ The fifth edition of the Montreal Summit on Innovation was held on November 30. This year's event, entitled *Climate of Change: Cities, People and Prosperity*, co-sponsored by Concordia, was very well attended.

- ⇒ Congratulations to Concordia graduates Marie-Ève Drouin-Gagné and Mika Goodfriend who both have been awarded prestigious Fulbright Canada scholarships.
- ⇒ Montreal has ranked 1st in Canada and 7th in the world as most hospitable city for students.
- ⇒ A new partnership between the University and the Montreal Museum of Fine Arts to create programs in education and art therapy.
- ⇒ Concordia is the recipient of a new \$4.4 million NSERC Chair in Aerospace Design Engineering.
- ⇒ The University has received a number of substantial gifts, the most recent being a gift of \$650,000 from Sportsnet announced earlier today.
- ⇒ The President also spoke of the initiatives undertaken to help Syrian refugees.

Following his report, the President responded to questions and comments from Governors.

13. Establishment of the President Evaluation Committee (Document BG-2015-7-D14)

Mr. Hébert informed Governors that the President's first term is ending on July 31, 2017, and in accordance with the process outlined in *Policy on the Remuneration and Evaluation of Senior Administrators*, the latter has confirmed his intention to seek a second term, requiring the establishment of an evaluation committee by the Board.

Upon motion duly moved and seconded, it was unanimously RESOLVED:

R-2015-7-D8 *That the President Evaluation Committee be established in accordance with the membership set out in the Policy on the Remuneration and Evaluation of Senior Administrators (BD-8).*

14. Système d'information financière des universités (SIFU) for the year ended April 30, 2015 (Document BG-2015-7-D14)

The Chair of the Audit Committee, Mr. Desrosiers, noted that at its meeting of December 1, 2015, the Audit Committee reviewed the SIFU and is recommending its approval by the Board.

Mr. Therrien explained that, in the past, Board approval was required for a document called the Rapport Financier Annuel (RFA). Board approval of this document was phased out several years ago by the government but was reintroduced for 2014/2015 under the name of SIFU. This document contains the same information as presented in the audited financial statement approved by the Board in September 2015 but in a much more detailed level and presented in a format mandated by the government. The information contained in the SIFU is fully reconciled with the audited financial statements. For 2015/2016, the SIFU will be presented for approval at the same time as the audited financial statements.

Upon motion duly moved and seconded, it was unanimously RESOLVED:

R-2015-7-9 *That, on recommendation of the Audit Committee, the Board of Governors approve the Système d'information financière des universités (SIFU) for the year ended April 30, 2015, as set out in Document BG-2015-7-D14.*

15. Undergraduate student fee levies

15.1 Discontinuance of the collection of a fee levy - Fédération étudiante universitaire du Québec (FEUQ) (Document BG-2015-7-D15)

Upon motion duly moved and seconded, it was unanimously RESOLVED:

R-2015-7-10 *That the Board of Governors authorize the University to discontinue the collection of a fee levy of \$2.50 per term currently collected from all undergraduate students to support the Fédération étudiante du Québec, effective as of the Winter 2016 term (2015/4).*

15.2 Collection of a new fee levy - Community-University Research Exchange (CURE Concordia) (Document BG-2015-7-D16)

Mr. Wilkings conveyed the mandate of this new fee-levy group and responded to questions and comments.

Upon motion duly moved and seconded, it was unanimously RESOLVED:

R-2015-7-11 *That the Board of Governors authorize the University to collect a fee levy of \$0.08 per credit from all undergraduate students to fund the Community-University Research Exchange (CURE Concordia), to be implemented with registration for the Winter 2016 term (2015/4), in accordance with the University billing, refund and withdrawal policy.*

15.3 Collection of a new fee levy - Association for the Voice of Education in Quebec (AVEQ) (Document BG-2015-7-D17)

Mr. Wilkings conveyed the mandate of this new fee-levy group and responded to questions and comments.

Upon motion duly moved and seconded, it was unanimously RESOLVED:

R-2015-7-12 *That the Board of Governors authorize the University to collect a fee levy of \$3.50 per term from all undergraduate students, annually adjusted to the Customer Price Index of Canada, for membership in the Association for the Voice of Education in Quebec (AVEQ), to be implemented with registration for the Winter 2016 term (2015/4), in accordance with the University billing, refund and withdrawal policy.*

16. Report on compliance with environmental legislation and health and safety (EH&S) regulations (Document BG-2015-7-D18)

Mr. Côté underscored the fact that overall things are going well, noting a good corrective action completion rate and a culture of prevention and safety.

17. Annual report from the Office of Rights and Responsibilities (Document BG-2015-7-D19)

Me Freedman presented the report on behalf of the Director and Senior Advisory, Louise Shiller, who is currently on maternity leave. He presented the highlights of the 2014/2015 annual report, including the mandate of the Office of Rights and Responsibilities, the range of responses to alleged violations and the relationship between the *Code of Rights and Responsibilities* and other policies.

He reviewed the data highlights, including the number of requests for assistance, the cases by infractions, the category of complainants and respondents. In closing, Me Freedman conveyed some recommendations which are being compiled for consideration during the next Code review. Following his representation, he responded to questions and comments.

18. Other business

There was no other business to bring before the Open Session.

19. Adjournment

The meeting was adjourned at 5:31 p.m.



Danielle Tessier
Secretary of the Board of Governors