

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

Held on Friday, June 27, 2008, at 8 a.m.
via conference call

Present

Governors: Mr. Peter Kruyt, *Chair*, (joined at 8:55 a.m.), Dr. Shimon Amir, Mr. John Aylen, Mr. Mousa Bani Baker, Sister Françoise Boisvert, 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, *President*, Mr. Danny Di Perna, Mr. Brian Edwards, *Vice-Chair*, Ms. Hélène Fortin, Ms. Suzanne Gouin, Ms. Anika Henry, Mr. Ed Janzen, Dr. Arvind K. Joshi, Mrs. Judith Kavanagh, Dr. William Knitter, Me John Lemieux, Dr. Catherine MacKenzie, Mr. Tony Meti, Mr. Andrew Molson, Ms. Angelica Novoa, Mr. Desmond O'Neill, Mr. Richard Renaud, Mr. Steven Rosenshein, Ms. Patricia Saputo, Mrs. Lillian Vineberg, Mr. Jonathan Wener, *Vice-Chair*

Officers of the University: Ms. Kathy Assayag, Mr. Roger Côté, Dr. Louise Dandurand, Me Bram Freedman, Mr. Larry English, Dr. David Graham, Mr. John Parisella

Guests: Me Pierre Frégeau, Me Jonathan Levinson

Absent

Governors: Dr. Rama Bhat, Dr. Lawrence Kryzanowski, Dr. Lucie Lequin, Mr. David P. O'Brien, *Chancellor*, Me Jacques Tousignant, Mr. Ivan Velan

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

1. Call to Order

The Open Session was called to order at 8:04 a.m.

1.1 Chair's remarks

In his capacity as moderator of this conference call, Me Freedman confirmed that quorum had been reached and outlined the process by which Governors would be able to speak and vote. He added that in the absence of Mr. Kruyt, who was in China and experiencing difficulty connecting to the call, Mr. Edwards would act as Chair of the meeting. In addition, Me Levinson would act as recording secretary in the absence of Ms. Tessier who was on vacation.

1.2 Approval of the Agenda

Upon motion duly moved and seconded (Wener, de Santis), it was RESOLVED with one opposed:

R-2008-7-1 *THAT the Agenda be approved.*

1.3 Approval of the Minutes of the Open Session meeting of May 20, 2008

Upon motion duly moved and seconded (Wener, de Santis), it was RESOLVED with one opposed:

R-2008-7-2 *THAT the Minutes of the Open Session meeting of the Board of Governors, held on May 20, 2008, be approved.*

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

There was no business arising from the Minutes.

3. Report and recommendations of the Budget Committee

3.1 Approval of the 2008/2009 Operating Budget (Document BG-2008-6-D6)

A motion to table items 3.1, 3.2, and 3.3 to the next meeting, moved by Mr. Baker and seconded by Mr. Rosenshein, was defeated with only four Governors voting in favor of that motion.

Mr. Cherry, Chair of the Budget Committee, noted that the full presentation took place at the last meeting, which turned into an information session due to the loss of quorum. In light of the foregoing, the Chair dispensed Mr. English from repeating his presentation. Mr. Cherry added that copy of the documentation was received by all Governors, adding that the Budget Committee met several times and clearly wishes to recommend the adoption of the 2008/2009 budget as outlined in Document BG-2008-6-D6.

A discussion ensued, during which clarification with respect to some budget lines was given. Mr. Rosenshein questioned the legality of holding a meeting via conference call. Me Freedman confirmed that the University's legal counsel had opined that the meeting was legally held. Mr. Janzen lodged a similar complaint and requested a roll call, further to which Me Freedman read the list of attendees.

Upon motion duly moved and seconded (Cherry, de Santis), it was RESOLVED with 27 in favor and 4 abstentions:

R-2008-7-3 *THAT, upon recommendation of the Budget Committee, the Board of Governors approve the 2008/2009 Operating Budget, as set out in Document BG-2008-6-D6.*

3.2 Approval of an increase to the per credit forfaitaire fee for international students (Document BG-2008-6-D7)

Mr. Cherry conveyed the proposal to increase the fee charged to international students by 10%, with 25% of the additional revenues generated by this increase to be reinvested in direct student support, with the re-investment to be revisited in five years.

A discussion ensued, during which some student Governors spoke against this increase, arguing that it would limit Concordia's competitiveness, while other Governors disagreed, stating that the survival of the University depends on its ability to be financially viable.

An amendment to the main motion to include a grandfather clause was moved by Mr. Rosenshein and seconded by Ms. Novoa was defeated with 10 in favor and 18 opposed.

Upon motion duly moved and seconded (Cherry, de Santis), it was RESOLVED with 24 in favor and 5 opposed:

R-2008-7-4 *WHEREAS, as of the summer of 2007, all Quebec universities have been permitted by the Ministry of Education, Recreation and Sports (MELS), to increase the per credit forfaitaire fee charged to international students by up to 10% and to retain this amount rather than have it claimed back by the MELS;*

WHEREAS a thorough study has been completed on the effect and impact of the measure as outlined in Document BG-2008-6-D7;

WHEREAS the proposed increase has been reviewed and is being recommended by the Budget Committee and Executive Committee;

BE IT RESOLVED:

THAT the per credit forfaitaire fee charged to international students (with the exception of those students registered in the John Molson School of Business) be increased by 10% effective for the registration for the Fall Term of 2008 (2008/2); and

THAT 25% of the additional 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 all reasonable efforts be taken to make this information known to affected students as soon as possible.

3.3 Termination of the Administrative Fee Bursary (Document BG-2008-6-D8)

Student Governors argued that the University was targeting students in need by removing this bursary and that this type of bursary must remain in place for Concordia to remain accessible and competitive. In response to these comments, it was reiterated that this bursary was meant to be a temporary measure and costs the University \$1 million each year. Thus, in light of the University's current financial situation and the fact that this measure was intended to be a transitional one and always advertised as such, the overwhelming majority of Governors agreed with the recommendation to end this bursary in the Fall.

Upon motion duly moved and seconded (Cherry, Kruyt), it was RESOLVED with 23 in favor and 5 opposed:

R-2008-7-5 *WHEREAS the Administrative Fee Bursary Program was intended to be for a limited time and has been in place since January 1999;*

WHEREAS the cost of the Program to the university is \$1 million per year;

WHEREAS the background to the Program is outlined in Document BG-2008-6-D8;

WHEREAS the proposed termination of the Program has been reviewed and is being recommended by the Budget Committee and Executive Committee;

BE IT RESOLVED:

THAT the Administrative Fee Bursary Program be terminated effective for the registration for the Fall Term of 2008 (2008/2); and

That all reasonable efforts be taken to make this information known to students as soon as possible.

4. Report and recommendation of the Real Estate Planning Committee (Document BG-2008-7-D1)

Upon motion duly moved and seconded (Wener, Kruyt), it was RESOLVED two abstentions:

R-2008-7-6 *WHEREAS Concordia University is proposing to build a revenue-generating Winter Dome over the South field of the Loyola Recreation and Athletics Complex as a component of Phase I of the proposed new Recreation and Athletics Complex;*

WHEREAS the field will be subdivided into four rentable playing surfaces and will be used by the University's students as well as be leased to other educational institutions, community and municipal leagues, and private school programs;

BE IT RESOLVED:

THAT, based upon the financial scenarios outlined in Document BG-2008-7-D1, a Winter Dome be constructed, with a construction and installation cost of up to \$3,000,000, and a repayment period of eight years; and

THAT the Vice-President, Services be authorized to sign and execute on behalf of the University any document necessary to give effect to the present resolution.

5. Election of a graduate student representative to the Corporation of Concordia University

Mr. Edwards noted that this item was deferred to the next meeting.

6. Commerce and Administrative Students' Association (CASA) fee levy (Documents BG-2008-6-D9 and D10)

Upon motion duly moved and seconded (Novoa, Kruyt), it was unanimously RESOLVED:

R-2008-7-7 *THAT the Board of Governors authorize the University to collect a \$0.30 per credit fee increase (from \$2.05 to \$2.35 per credit) from all undergraduate students in the John Molson School of Business to support the Commerce and Administration Students' Association, to be implemented with registration for the Fall term of 2008 (2008/2), in accordance with the University billing, refund and withdrawal policy.*

7. Art Matters Festival fee levy (Document BG-2008-6-D11)

Upon motion duly moved and seconded (Novoa, Janzen), it was unanimously RESOLVED:

R-2008-7-8 *THAT the Board of Governors authorize the University to collect a \$0.22 per credit fee increase (from \$0.08 to \$0.30 per credit) from all undergraduate students in the Faculty of Fine Arts to be implemented with registration for the Fall term of 2008 (2008/2), in accordance with the University billing, refund and withdrawal policy.*

8. Approval of Advancement policies

8.1 Policy concerning Gift Acceptance and Receipting (VPAAR-1) (Document BG-2008-6-D12)

8.2 Policy concerning the Management, Access and Use of Institutional Advancement Data (VPAAR-2) (Document BG-2008-6-D13)

8.3 Policy on the Naming of University Spaces, Buildings and Other Assets, Programs or Activities (VPAAR-3) (Document BG-2008-6-D14)

Ms. Assayag noted that the three policies were drafted in accordance with best practices. She responded to questions of clarifications from Governors, further to which the following resolution was adopted:

Upon motion duly moved and seconded (Kruyt, Cavell), it was unanimously RESOLVED:

R-2008-7-9 *THAT, upon recommendation of the University Advancement Committee and the Executive Committee, the Board of Governors approve the following policies as set out in Documents BG-2008-6-12 to D14, respectively:*

- *Policy on the Naming of University Spaces, Buildings and Other Assets, Programs or Activities (VRAAR-1)*
- *Policy concerning Gift Acceptance and Receipting (VRAAR-2); and*
- *Policy concerning the Management, Access and Use of Institutional Advancement Data (VRAAR-3)*

9. Amendment to articles 15, 25 and 26 of the University By-Laws regarding the creation of the position of Deputy Chancellor (Document BG-2008-6-D15)

Mr. Kruyt indicated that the creation of the position of Deputy Chancellor was budget neutral and that a nominee would be proposed by the Nominating Committee for the Board's consideration in due course.

Upon motion duly moved and seconded (Kruyt, Di Grappa), it was unanimously RESOLVED:

R-2008-7-10 *WHEREAS the 15-day written notice of motion to modify the By-Laws was given at the May 20 Board meeting;*

BE IT RESOLVED THAT, upon recommendation of the Executive Committee, the Board approve the amendments to articles 15, 25 and 26 to create the position of Deputy Chancellor, as outlined in Document BG-2008-6-D15.

10. Establishment of the Chancellor's Cabinet (Document BG-2008-6-D16)

Upon motion duly moved and seconded (Kruyt, Di Grappa), it was unanimously RESOLVED:

R-2008-7-11 *THAT, upon recommendation of the Nominating Committee, the Board approve the establishment of the Chancellor's Cabinet, as outlined in Document BG-2008-6-D16, and that Mr. Richard J. Renaud be appointed its founding Chair.*

11. Election of members to the Advisory Search Committee for a Dean of the Faculty of Arts and Science

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

R-2008-7-12 *THAT the following persons be elected as members of the Advisory Search Committee for a Dean of the Faculty of Arts and Science:*

- Dr. Michael Gasher, Dr. James Kelly, Dr. Gilles Peslherbe and Dr. William Sims, all full-time faculty members from the Faculty of Arts and Science, nominated by the Faculty of Arts and Science;*
- Mr. David Waters, a regular part-time faculty member, nominated by the part-time faculty association;*

Ms. Audrey Peek, an undergraduate student, nominated by the Concordia Student Union;

Ms. Miriam Posner, a member of the administrative and support staff from the Faculty of Arts and Science, nominated in conformity with the Electoral College Policy.

12. Professional liability waiver for an in-house architect (Document BG-2008-7-D2)

Upon motion duly moved and seconded (Di Grappa, Kruyt), it was unanimously RESOLVED:

R-2008-7-13 *THAT the declaration for the purposes of the Regulations respecting Professional Liability Insurance for members of the Ordre des architectes du Québec regarding in-house architect Julie Riverin be approved, as set out in Document BG-2008-7-D2.*

13. Yearly report of the Board Standing Committees (Document BG-2008-6-D17)

These reports are provided solely for information purposes. No questions were asked.

14. CSU referendum results on recreation and athletics renovation (Document BG-2008-6-D18)

At the request of the CSU, this document was forwarded to Governors for information.

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

15.1 Report on compliance with fiscal requirements

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, 2008 as well as for GST and QST claims from February 1 to April 30, 2008 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.

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

Mr. Côté reported that the *Quarterly environmental health and safety report on due diligence*, dated June 3, 2008, had been deposited with the Secretary of the Board of Governors and Mr. Côté briefed the Board on the highlights of his report.

16. Report of the President

Given the late hour, Mr. Di Grappa waived his report.

17. Monthly reports

17.1 Vice-President, Advancement and Alumni Relations – Ms. Kathy Assayag (Document BG-2008-6-D19)

- 17.2 Vice-President, Services – Mr. Roger Côté (Acting) (Document BG-2008-6-D20)
- 17.3 Vice-President, Research and Graduate Studies – Dr. Louise Dandurand (Document BG-2008-6-D21)
- 17.4 Vice-President, Finance - Mr. Larry English (Document BG-2008-6-D22)
- 17.5 Provost and Vice-President, Academic Affairs – Dr. David Graham (Document BG-2008-6-D23)
- 17.6 Special Communications Advisor to the President – Mr. John Parisella (Document BG-2008-6-D24)

There was no supplemental information to add to the written reports.

18. Any other business

Mr. Di Grappa thanked the Board of Governors for their support, in response to which Mr. Kruyt expressed the Board's appreciation to Mr. Di Grappa's for his efforts and work during his tenure as President, a sentiment that was unanimously shared by all Governors.

19. Next meeting

The next regular meeting of the Board of Governors will be held on Thursday, September 18, 2008, at 8 a.m., on the SGW Campus, in Room GM 407-1.

20. Adjournment

The Open Session adjourned at 10:10 a.m.

Bram Freedman
Secretary-General