

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

Held on Wednesday, February 11, 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

Members: Mr. Firas Al Hammoud, Ms. Françoise Bertrand, Dr. Sandra Betton, Mr. Jeff Bicher, Me Francesco Ciampini, Dr. Daniel Cross, Mr. Jean-Pierre Desrosiers, Ms. Hélène Fortin, Dr. Norman Ingram, Me John Lemieux, Dr. William Lynch, Mr. Michael Novak, Ms. Frédérica Martin, Mr. Georges Paulez, Prof. Maria Peluso, Mr. Benjamin Prunty, Prof. Alan Shepard, *President and Vice-Chancellor*, Ms. Annie Tobias

Alternate Member: Ms. Melanie Hotchkiss

Non-voting Observer: Mr. Jonathan Wener, *Chancellor*

Also attending: Dr. Benoit-Antoine Bacon, Mr. Philippe Beaugard, Ms. Sylvie Bourassa, Dr. Graham Carr, Mr. William Cheaib, Mr. Roger Côté, Me Bram Freedman, Mr. Patrick Kelley, Dr. Lisa Ostiguy, Ms. Louise Shiller (*for item 11*)

ABSENT

Members: Mr. Norman Hébert jr., *Chair*, Dr. Shimon Amir, Me Antoinette Bozac, Ms. Gina P. Cody, Ms. Mélanie La Couture, Me Marie-José Nadeau, Ms. Suzanne Sauvage

1. **Call to Order**

The meeting was called to order at 4:05 p.m. by Mr. Paulez who was chairing the meeting in the absence of the Board Chair and Vice-Chairs.

1.1 **Approval of the Agenda**

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

R-2015-1-1 *That the Agenda be approved, with the removal of item 2 from the Consent to the Regular Agenda.*

CONSENT

3. Appointments to Standing Committees (Document BG-2015-1-D1)

R-2015-1-2 *That the appointment of Frédérica Martin to the Appeals Committee, Governance and Ethics Committee and Human Resources Committee be approved; and*

That the appointment of Jonathan Wener to the Honorary Degree and Convocation Committee be approved.

4. Request for the use of the Concordia name

4.1 MedSpecs Concordia (Document BG-2015-1-D2)

R-2015-1-3 *That the request to use the Concordia name by the MedSpecs Concordia, 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), be approved.*

4.2 Concordia Veterans Association (Document BG-2015-1-D3)

R-2015-1-4 *That the request to use the Concordia name by the Concordia Veterans Association, 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), be approved.*

4.3 Hip Hop Heads Concordia (Document BG-2015-1-D4)

R-2015-1-5 *That the request to use the Concordia name by Hip Hop Heads Concordia, 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), be approved.*

5. Report on Compliance with fiscal requirements (Document BG-2015-1-D5)

This report was provided for information purposes.

6. Governance and Ethics Committee report (Document BG-2015-1-D5)

7. Audit Committee report (Document BG-2015-1-D6)

8. Finance Committee report (Document BG-2015-1-D7)

These reports were provided for information purposes.

REGULAR

2. Adoption of December 10, 2014 Minutes

Following Mr. Prunty's request, it was agreed that the following phrase be added on page 3, under item 12, at the end of the third paragraph: *In response to a query from Mr. Prunty, Dr. Shepard said that, if asked, the University would disclose its relationship with Israeli institutions or organizations.*

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

R-2015-1-6 *That the Minutes of the meeting of the Open Session of December 10, 2014 be approved as revised.*

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

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

10. President's report (Document BG-2015-1-D9)

The President conveyed the highlights of his written report as follows:

- His speech before the Canadian Club of Montreal, attended by over 300 private and public sector leaders, including several Board members whom he thanked.
- His participation in CTV's Municipal Panel which allowed him the opportunity to discuss Montreal's development.
- The recent appointment of Robert Beauchemin as KnowledgeOne's new Chief Executive Officer, which brings a good balance between academia and other sectors.
- A \$1 million gift by alumnus J. Sebastian van Berkomp to the John Molson School of Business to establish the Van Berkomp Small-Cap Investment Management Program.
- The strategic directions initiative is in full swing and features a number of events to engage the community, including a speaker series, Idea Cafés and working groups on major topics identified by the Strategic Directions Advisory Committee.

Prof. Shepard concluded his report by noting that the new Student Information System (SIS) went live on January 26. This new system is the architectural backbone from application to graduation. It replaces a legacy system installed 35 years ago. There have been some problems with implementation but those are low relative to what they could have been. The team is working overtime to correct any problems, and pursuant to comments received by the academic community, additional training sessions have been added.

Further to comments by some Governors signaling implementation glitches and problems related to accessing applications and issuing acceptance letters, the President assured the Board that the University is diligently working on resolving those issues.

Mr. Côté indicated that of some 3000 requests received on the IITS helpline, 300 were related to technical issues. A response team is in place to assist. Moreover, tailored training for faculty members has been added, and training will continue as long as it is needed.

11. Annual report from the Office of Rights and Responsibilities (Document BG-2015-1-D10)

The Director and Senior Advisory, Louise Shiller, presented the highlights of the 2013/2014 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.

She reviewed the data highlights, including the number of requests for assistance, the cases by infractions, the category of complainants and respondents. In closing, Ms. Shiller conveyed some recommendations which are being compiled for consideration during the next Code review.

12. Report on compliance with environmental legislation and health and safety (EH&S) regulations (Document BG-2015-1-D11)

Mr. Côté underlined the new format of the report, which incorporates more detailed information and reflects data on a calendar basis as reported to the CSST. He indicated that a new EH&S safety dashboard was developed using a set of traditional safety indicators, also referred to as lagging safety indicators, and leading safety indicators.

Mr. Novak made the point that health and safety performance should be measured using leading safety indicators, since they focus on prevention and allow for early intervention. He also suggested that a system be put in place for the reporting of near-misses, which could instill a culture of awareness. Mr. Côté replied that the University does collect information on near-misses and that this information will be included in the next report and onwards.

Mr. Novak also asked the Secretary-General to look into current best practices in terms of how discussions of these reports are recorded in the Minutes.

13. Follow-up on EH&S data trends (Document BG-2015-1-D12)

Mr. Côté apprised Governors that this presentation is provided as a follow-up from the December Board when more information was requested on data regarding injury management.

He presented the highlights regarding the mandate of EH&S as well as its current laboratory safety programs and current industrial hygiene programs, totalling 24 safety programs which are reviewed of a cyclical basis of 6 per year. Mr. Côté outlined statistics regarding training over a five-year period, specifying that 26 types of training sessions are offered throughout the year and that visiting professors also receive training.

Mr. Côté reviewed the governance framework and conveyed the injury management process and initiatives and reviewed the safety dashboard indicators, the full details of which are included in the presentation entitled "*Environmental Health & Safety Injury Management – Update January 2015*", distributed with the meeting material under Document BG-2015-1-D12.

Following a suggestion, given the Board's responsibility for oversight of EH&S matters, it was agreed that the Board of Governors should be added as a body in the EH&S governance framework diagram.

14. Delegations regarding liquor permits and bar permits (Document BG-2015-1-D13)

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

R-2015-1-7 *That the Board of Governors authorize any one of the following persons:*

- *Alan Shepard, President and Vice-Chancellor, ex-officio member of the Board of Governors*
- *Bram Freedman, Vice-President, Development and External Relations, and Secretary-General*
- *Roger Côté, Vice-President, Services*

to manage all matters relating to liquor permits, regardless of their type or their location at Concordia University (the "University"), held or sought by University and to sign, on behalf of members of the Board of Governors, all documentation related to such permits including but not limited to any applications for new permits or modifications sought to existing permits;

That Eric Boghen, Marketing Coordinator, Recreation and Athletics Department, be designated as the person responsible for the day-to-day management of the bar in the Recreation and Athletics Complex and, as such, be authorized to sign any document in relation to the day-to-day management of that bar; and

That Norberts J. Muncs, Director of Performance Production, Oscar Peterson Concert Hall, be designated as the person responsible for the day-to-day management of the bar in the Oscar Peterson Concert Hall and, as such, be authorized to sign any document in relation to the day-to-day management of that bar.

15. Other business

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

16. Adjournment

The meeting was adjourned at 5:34 p.m.



Danielle Tessier
Secretary of the Board of Governors