



BOARD OF GOVERNORS

NOTICE OF MEETING

September 12, 2018

Please be advised that the next meeting of the Board of Governors of Concordia University will take place **at 4 p.m., on Monday, September 17, 2018**, 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. Refreshments will be provided.

A cocktail will be held following the meeting in the area adjacent to the meeting room.

Kindly confirm your attendance to the meeting and cocktail to Evelyne Loo as soon as possible at evelyne.loo@concordia.ca or at 514-848-2424, ext. 4814.

Members of the University community who wish to view the meeting are invited to go to the observers' room MB S2.465, located on Floor S2 of the John Molson Building, on the SGW Campus.

A handwritten signature in blue ink that reads "D. Tessier".

Danielle Tessier
Secretary of the Board of Governors

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

Monday, September 17, 2018, at 4 p.m.
Room GM 410 (Board of Governors Meeting Room)
SGW Campus

Time	Item	Presenter/s	Action
4:00	1. Call to order	N. Hébert	
	1.1 Adoption of the Agenda	N. Hébert	Approval
	CONSENT AGENDA	N. Hébert	
	2. Adoption of June 18, 2018 Minutes		Approval
	3. Authorization to apply for a grant under the program <i>Soutien au traitement des archives (Document BG-2018-5-D1)</i>		Approval
	4. Borrowing from Financement-Québec (<i>Document BG-2018-5-D2</i>)		Approval
	5. Audit Committee report (<i>Document BG-2018-5-D3</i>)		Information
	5.1 Interfund transfers for the year ended April 30, 2018 (<i>Document BG-2018-5-D4</i>)		Approval
	REGULAR AGENDA		
4:05	6. Business arising from the Minutes not included on the Agenda		

4:10	7.	President's report (<i>Document BG-2018-5-D5</i>)	A. Shepard	Information
4:20	8.	Audit Committee recommendation regarding Audited financial statements for the year ended April 30, 2018 (<i>Documents BG-2018-5-D6 and D7</i>)	G. Paulez/ D. Cossette	Approval
4:35	9.	Report on compliance with environmental legislation and health and safety (EH&S) regulations (<i>Document BG-2018-5-D8</i>)	R. Côté	Information
4:45	10.	Update on strategic directions	A. Shepard	Information
5:15	11.	Other business		
5:20	12.	Adjournment	N. Hébert	

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

Held on Monday, June 18, 2018, at 4 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, Françoise Bertrand, *Vice-Chair*, Jeff Bicher, Antoinette Bozac (*via telephone*), William Bukowski, Jarrett Carty, Gina P. Cody (*via telephone*), Daniel Cross, Jean Pierre Desrosiers, Hélène Fortin, Chaim Kuhnreich, Tony Loffreda, Frédérica Martin, *Vice-Chair*, Michael Novak, Maria Peluso, Philippe Pourreaux (*via telephone*), Alan Shepard, *President and Vice-Chancellor*, Leyla Sutherland

Also attending: Philippe Beauregard, Sylvie Bourassa, William Cheaib, Denis Cossette, Roger Côté, Christophe Guy, Frederica Jacobs, Lisa Ostiguy

ABSENT

Governors: Gabriel Bran Lopez, Rana Ghoyareb, Claudine Mangen, Georges Paulez, Suzanne Sauvage, Ted Stathopoulos

Alternate Governor: Robert Young

Non-voting Observer: Jonathan Wener, *Chancellor*

1. **Call to Order**

Mr. Hébert called the meeting to order at 4:02 p.m. He noted that today was the last meeting for Jean Pierre Desrosiers, Hélène Fortin, Maria Peluso and Leyla Sutherland and thanked them for their service.

1.1 **Adoption of the Agenda**

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

R-2018-4-1 *That the Agenda be approved, including the items on the Consent Agenda.*

CONSENT2. Adoption of May 23, 2018 Minutes

R-2018-4-2 *That the Minutes of the meeting of the Open Session of May 23, 2018 be approved.*

3. Finance Committee report (Document BG-2018-4-D1)
4. Governance and Ethics Committee report (Document BG-2018-4-D2)
5. Real Estate Planning Committee report (Document BG-2018-4-D3)

These reports were provided for information.

6. Professional liability waivers for in-house architects (Document BG-2018-4-D4)

R-2018-4-3 *Considérant qu'Isabelle Bourassa, Pascal Dufour, Stéphane Prem, Marie-Agnès Reeves et MacGregor Wilson, architectes, sont au service exclusif de l'Université Concordia;*

Considérant qu'Isabelle Bourassa, Pascal Dufour, Stéphane Prem, Marie-Agnès Reeves et MacGregor Wilson, architectes, ne posent des actes professionnels que pour des édifices destinés à l'usage exclusif de l'Université Concordia et non destinés à la revente;

IL EST RÉSOLU de déclarer aux fins du Règlement sur la souscription obligatoire au Fonds d'assurance de la responsabilité professionnelle de l'Ordre des architectes du Québec (chapitre A-21, r. 13) que l'Université Concordia se porte garant et s'engage à prendre le fait et cause et répondre financièrement des conséquences de toute erreur ou omission d'Isabelle Bourassa, Pascal Dufour, Stéphane Prem, Marie-Agnès Reeves et MacGregor Wilson dans l'exercice de leurs fonctions.

7. Banking resolution with CIBC (Document BG-2018-4-D5)

R-2018-4-4 *WHEREAS the Canadian Imperial Bank of Commerce is a banker of Concordia University; and*

WHEREAS the Canadian Imperial Bank of Canada has asked that the Board of Governors pass a resolution confirming this fact and detailing those individuals possessing signing authority on behalf of Concordia University;

BE IT RESOLVED:

1. *That the Canadian Imperial Bank of Commerce ("hereinafter called "CIBC") be appointed a banker of Concordia University ("hereinafter called the "University").*
2. *That any two of the President and Vice-Chancellor, the Chief Financial Officer, any Vice-President, the Secretary-General, the Controller, the Treasurer and Investment Officer, the Senior Director, Financial Planning and Budgets and the Director, Capital and Financing (who shall be authorized to act only in the alternative to the Treasurer and Investment Officer) be authorized on behalf of the University of them*

(each being an "Authorized Signing Officer") are authorized for and on behalf of the University from time to time to:

- a) *sign or endorse any cheques, promissory notes and evidences of indebtedness, whether or not an overdraft is created in any Account as a result;*
 - b) *provide any authority to any CIBC officer to accept and/or pay any and all drafts, bills of exchange or promissory notes on the University's behalf;*
 - c) *enter into any securities-related transactions with CIBC or any of its securities subsidiaries;*
 - d) *receive from CIBC or any of its subsidiaries any stocks, bonds or other property of the University;*
 - e) *sign receipts for and orders relating to any of the University's property held by or on behalf of CIBC or any of its subsidiaries;*
 - f) *borrow money or otherwise obtain credit from CIBC by way of loans, advances, overdrafts or otherwise; and to give security over any or all of the University's currently owned or after-acquired, real or personal, movable or immovable property to secure any such credit obtained by CIBC, and to sign all documents necessary to do so;*
 - g) *guarantee to CIBC the indebtedness and liability of any person, firm or corporation, in either a limited or unlimited amount and either with or without security; and*
 - h) *sign any agreement with or authority to CIBC or any of its subsidiaries relating to the University's banking and financial services needs, whether generally or with regard to any particular transaction (including, among other things, (i) the Account Operation Agreement, (ii) interest rate, foreign exchange and commodity-related banking arrangements, and (iii) CIBC's service agreements for centralized cash control, third party payments, electronic data interchange, money market trader and any other of CIBC's cash management services).*
3. *If the University operates any Account under one or more business or trade names, the terms of this resolution apply to each such Account.*
 4. *In this resolution, the phrase "Account" means each and every account of the University maintained with CIBC, whether in a trade name or otherwise;*
 5. *CIBC may rely on everything that is done and on all documents signed on the University's behalf in accordance with this resolution. All such documents will be valid and binding upon the University whether or not the University's corporate seal has been placed on any such document.*

6. *The University will provide CIBC with a certified true copy of this resolution and a list of the names of all individuals authorized to act in accordance with this resolution, as well as specimens of their signatures. Each office and branch of CIBC may act in accordance with those documents and this resolution until due written notice has been given to and received by a responsible CIBC officer.*

8. Sundry fees report (Document BG-2018-4-D6)

This report was provided for information purposes.

REGULAR

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-2018-4-D7)

As complimentary information to his written report, Prof. Shepard's oral report included the following:

- More than 5,600 students recently graduated, a great number of them having crossed the stage to receive their diploma at last week's convocation ceremonies.
- He expressed appreciation for the service of the outgoing Governors.
- He apprised the Board that the Applied Science Incubator project is on time and on budget.
- He spoke of the various vigorous summer programs, including workshops, camps, studio, etc.

11. Name change of the Department of Exercise Science to the Department of Health, Kinesiology, and Applied Physiology (Document BG-2018-4-D8)

Dr. Bukowski signaled that objections had been voiced in connection with the use of the word "health", noting that it was already used by existing research centres and therefore fails to distinguish itself from other units. Mr. Novak suggested that in this context the more appropriate word would be "wellness" in lieu of "health".

It was specified that no objection had been raised at Senate, which unanimously endorsed the Faculty Council's recommendation. As a result, the President was reluctant to intervene at this point and asked the Board to approve the proposed name, with the understanding that the name could be revisited in the future.

Upon motion duly moved and seconded, it was RESOLVED:

R-2018-4-5 *That, on recommendation of Senate, the Board of Governors approve the name change of the Department of Exercise Science to the Department of Health, Kinesiology, and Applied Physiology.*

12. Other business

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

13. Adjournment

The meeting adjourned at 4:18 p.m.



Danielle Tessier
Secretary of the Board of Governors



**BOARD OF GOVERNORS
OPEN SESSION
Meeting of September 17, 2018**

AGENDA ITEM: Authorization to apply for a grant under the program *Soutien au traitement des archives*

ACTION REQUIRED: For approval

SUMMARY: Board approval is being sought for the University to apply for a grant under the program *Soutien au traitement des archives*.

BACKGROUND: The University's Records Management and Archives Department (RMAD) would like to submit a grant proposal under the program *Soutien au traitement des archives* by Bibliothèque et Archives nationales du Québec (BAnQ). This grant is intended for non-profit organizations and public organizations wishing to help publicize Québec's private archives. It concerns exclusively historical archives and aims to make them available to the Quebec community. The grant request must be a minimum of \$5,000 and a maximum of \$20,000 (see attached document). BAnQ requires that institutions obtain approval from their board of directors to apply under the program.

Concordia will be applying for a grant of \$10,000 for a project which involves hiring an archivist who will process the YMCA archives of Quebec City, which were donated by the YMCA to the University. At the end of the project, a description of the archive will be available on our online catalog, AtoM.

As part of the grant, Concordia must cover 50% of the project cost, which has been provided for in RMAD's operational budget. This amount may be in kind, i.e. supervision time and material.

DRAFT MOTION: Qu'il est résolu d'autoriser Marie-Pierre Aubé, Directrice, Gestion des documents et des archives, à déposer une demande d'aide financière dans le cadre du programme *Soutien au traitement des archives* de BAnQ et à signer tous les documents inhérents à cette demande pour et au nom de l'Université Concordia.

PREPARED BY:

Name: Danielle Tessier
Date: September 10, 2018

BAND

BIBLIOTHÈQUE
ET ARCHIVES
NATIONALES
DU QUÉBEC

*Programme Soutien au traitement des
archives 2018-2019*

Objectifs du programme

Ce programme s'adresse aux organismes sans but lucratif et aux organismes publics qui souhaitent contribuer à faire connaître les archives québécoises de nature privée. Il concerne exclusivement les archives historiques et a pour but de les mettre à la disposition de la collectivité québécoise.

Admissibilité

Organismes admissibles

Sont admissibles à ce programme les organismes sans but lucratif incorporés en vertu des lois du Québec ou du Canada, les municipalités et les autres organismes publics ayant leur siège au Québec.

Projets admissibles

Les projets admissibles dans le cadre de ce programme sont ceux concernant le traitement de fonds et de collections. Le traitement d'archives comprend le tri, la classification, la description, l'indexation et le traitement physique.

Restrictions

Sont exclus de ce programme :

- les projets portant sur les documents actifs et les documents semi-actifs;
- les projets de collecte d'archives et de restauration de documents;
- les projets portant sur des documents conservés dans les centres de Bibliothèque et Archives nationales du Québec (BAnQ), sauf dans le cas de dépôts d'archives privées. Cette restriction s'applique également aux ministères et aux organismes gouvernementaux, à l'Assemblée nationale du Québec et aux tribunaux judiciaires;
- les projets concernant des fonds d'archives conservés à l'extérieur du Québec;
- les projets d'acquisition, d'installation ou d'entretien de biens mobiliers tels que des équipements informatiques, des étagères, des congélateurs, des classeurs;
- les projets comportant un changement de support à des fins de conservation ou de diffusion seulement;
- les projets concernant des documents soumis au dépôt légal;
- les projets de diffusion.

Critères de sélection des projets

- La valeur du projet : le projet ainsi que ses objectifs généraux et spécifiques sont bien décrits, et la présentation du fonds, de la collection, de la ou des séries ainsi que des données de collation est bien faite.

- Les retombées escomptées pour la collectivité : l'importance du traitement du fonds et les bénéfices escomptés pour la collectivité sont bien démontrés.
- La cohérence du projet : l'échéancier et le budget sont réalistes eu égard aux activités prévues et aux ressources nécessaires à la réalisation du projet.
- La qualité de la présentation : la séquence des activités est clairement définie et la terminologie adoptée respecte celle en usage dans le domaine des archives.

Modalités d'attribution des subventions

- La subvention demandée doit être d'un minimum de 5000 \$ et d'un maximum de 20 000 \$.
- Les organismes publics qui souhaitent bénéficier de ce programme doivent s'engager à couvrir eux-mêmes au moins 50 % des coûts de réalisation des projets soumis.
- Un organisme ne peut soumettre qu'une seule demande dans le cadre du présent programme.
- Lorsqu'elle le jugera approprié, BAnQ pourra exiger du demandeur un rapport d'étape qui lui permettra de connaître l'état d'avancement du projet.
- **Soixante jours après la fin du projet**, le demandeur devra transmettre un rapport final au centre de BAnQ qui sert sa région. Ce rapport devra comporter un état financier du projet ainsi que la description des activités réalisées et, le cas échéant, modifiées avec l'accord de BAnQ.
- Si l'organisme demandeur n'est pas le propriétaire ou le gardien des documents, une résolution ou une lettre du propriétaire doit être présentée afin d'autoriser la réalisation du projet et de garantir l'accessibilité des documents pour les chercheurs.
- Si un organisme omet de produire les pièces mentionnées ci-dessus, aucune demande ultérieure de sa part ne sera admissible tant que ces pièces n'auront pas été fournies et acceptées.
- La durée maximale des projets est de 12 mois et leur réalisation ne peut commencer qu'après l'acceptation des conditions de la subvention, la signature du formulaire prévu à cette fin en faisant foi.

Date limite pour la soumission des demandes

Les organismes intéressés doivent faire parvenir le **formulaire d'inscription et une résolution désignant les signataires** uniquement par courrier électronique à anne.lemieux@banq.qc.ca avant le **1^{er} octobre 2018**, la date d'envoi du courriel en faisant foi.

L'objet du message doit être: « Demande de subvention – Soutien au traitement des archives 2018-2019 ». Il est de votre responsabilité de vous assurer que votre demande a bel et bien été reçue.

Définitions

Archives

Ensemble des documents, quelle que soit leur date de production ou leur nature, produits ou reçus par une personne ou un organisme pour ses besoins ou pour l'exercice de ses activités, et conservés pour leur valeur d'information générale.

Archives privées

Archives d'individus ou de familles, d'institutions ou d'organisations non publiques.

Instrument de recherche

Moyen mis à la disposition d'un utilisateur pour repérer l'information dont il a besoin dans un ensemble documentaire donné. Celui-ci peut se trouver sur support papier ou être sous forme électronique (base de données, document Word ou Excel, etc.).

Traitement

Ensemble des procédures et des opérations d'analyse, de tri, de classement et de description d'archives. La description d'archives comprend la réalisation d'un instrument de recherche.

Renseignements

Le formulaire d'inscription au programme est disponible à l'adresse suivante :

http://www.banq.qc.ca/archives/archivistique_gestion/loi/aide_financiere/index.html

Pour de plus amples renseignements, veuillez communiquer avec le centre de BAnQ qui sert votre région (voir la liste à la page suivante).

<p>BAnQ Rimouski Bas-Saint-Laurent (01) et Gaspésie–Îles-de-la-Madeleine (11)</p>	<p>Édifice Louis-Joseph-Moreault 337, rue Moreault Rimouski (Québec) G5L 1P4</p>	<p>Archiviste : Guillaume Marsan guillaume.marsan@banq.qc.ca 418 727-3500 poste 6316</p>
<p>BAnQ Saguenay Saguenay–Lac-Saint-Jean (02)</p>	<p>930, rue Jacques-Cartier Est, bureau C-103, 1^{er} étage Saguenay (Québec) G7H 7K9</p>	<p>Archiviste : Myriam Gilbert myriam.gilbert@banq.qc.ca 418 698-3516 poste 6314</p>
<p>BAnQ Québec Capitale-Nationale (03) et Chaudière-Appalaches (12)</p>	<p>Pavillon Louis-Jacques-Casault Campus de l'Université Laval 1055, avenue du Séminaire Québec (Québec) G1V 5C8</p>	<p><i>Capitale-Nationale</i> Archiviste : Marie-France Mignault mf.mignault@banq.qc.ca 418 644-4800 poste 6435</p> <p><i>Chaudière-Appalaches</i> Archiviste : Éric Turcotte eric.turcotte@banq.qc.ca 418 644-4800 poste 6477</p>
<p>BAnQ Trois-Rivières Mauricie (04) et Centre-du-Québec (17)</p>	<p>225, rue des Forges, bureau 208 Trois-Rivières (Québec) G9A 2G7</p>	<p>Archiviste : Sophie Morel sophie.morel@banq.qc.ca 819 371-6015 poste 6336</p>
<p>BAnQ Sherbrooke Estrie (05)</p>	<p>225, rue Frontenac, bureau 401 Sherbrooke (Québec) J1H 1K1</p>	<p>Archiviste : Julie Roy julie.roy@banq.qc.ca 819 820-3010 poste 6331</p>
<p>BAnQ Vieux-Montréal Montréal (06), Laval (13), Lanaudière (14), Laurentides (15) et Montérégie (16)</p>	<p>535, avenue Viger Est Montréal (Québec) H2L 2P3</p>	<p><i>Montréal, Laval, Laurentides Lanaudière, Montérégie</i> Archiviste : Alexandra Buthiaux alexandra.buthiaux@banq.qc.ca 514 873-1101 poste 6787</p>
<p>BAnQ Gatineau Outaouais (07)</p>	<p>855, boulevard de la Gappe Gatineau (Québec) J8T 8H9</p>	<p>Archiviste : Jacinthe Duval jacinthe.duval@banq.qc.ca 819 568-8798 poste 6341</p>
<p>BAnQ Rouyn-Noranda Abitibi-Témiscamingue (08) et Nord-du-Québec (10)</p>	<p>27, rue du Terminus Ouest Rouyn-Noranda (Québec) J9X 2P3</p>	<p>Archiviste : Sébastien Tessier sebastien.tessier@banq.qc.ca 819 763-3484 poste 6301</p>
<p>BAnQ Sept-Îles Côte-Nord (09)</p>	<p>700, boulevard Laure, bureau 190 Sept-Îles (Québec) G4R 1Y1</p>	<p>Archiviste : Danielle Saucier danielle.saucier@banq.qc.ca 418 964-8434 poste 6315</p>



**BOARD OF GOVERNORS
OPEN SESSION
Meeting of September 17, 2018**

AGENDA ITEM: Borrowing from Financement-Québec

ACTION REQUIRED: For approval

SUMMARY: The Board is being asked to authorize the establishment of a borrowing plan by which the University could conclude, from time to time up to June 30, 2019, borrowing transactions for an amount not to exceed \$9,696,731, as set out in the appended letter.

BACKGROUND: Grant bonds and long-term borrowing are used by the government as a financing mechanism. Please note that the wording of the motion is set by Financement-Québec.

DRAFT MOTION:

ATTENDU QUE, conformément à l'article 78 de la Loi sur l'administration financière (RLRQ, chapitre A-6.001), l'Université Concordia (l'« Emprunteur ») souhaite instituer un régime d'emprunts, valide jusqu'au 30 juin 2019, lui permettant d'emprunter à long terme auprès de Financement-Québec, pour un montant n'excédant pas 9 697 731 \$;

ATTENDU QUE, conformément à l'article 83 de cette loi, l'Emprunteur souhaite prévoir, dans le cadre de ce régime d'emprunts, que le pouvoir d'emprunter et celui d'en approuver les conditions et modalités soient exercés par au moins deux de ses dirigeants;

ATTENDU QU'il y a lieu d'autoriser ce régime d'emprunts, d'établir le montant maximum des emprunts qui pourront être effectués en vertu de celui-ci, ainsi que les caractéristiques et limites relativement aux emprunts à effectuer et d'autoriser des dirigeants de l'Emprunteur à conclure tout emprunt en vertu de ce régime et à en approuver les conditions et modalités;

ATTENDU QUE la ministre responsable de l'Enseignement supérieur (la « Ministre ») a autorisé l'institution du présent régime d'emprunts, selon les conditions auxquelles réfère sa lettre du 16 août 2018;

IL EST RÉSOLU :

1. QU'un régime d'emprunts, valide jusqu'au 30 juin 2019, en vertu duquel l'Emprunteur peut, sous réserve des caractéristiques et limites énoncées ci-après, effectuer des emprunts à long terme auprès de Financement-Québec, pour un montant n'excédant pas 9 697 731 \$, soit institué;

2. QUE les emprunts à long terme effectués par l'Emprunteur en vertu du présent régime d'emprunts soient sujets aux caractéristiques et limites suivantes :
 - a) malgré les dispositions du paragraphe 1 ci-dessus, l'Emprunteur ne pourra, au cours de chacune des périodes de **quinze mois** s'étendant du 1^{er} avril au 30 juin et comprises dans la période visée au paragraphe 1, effectuer des emprunts qui auraient pour effet que le montant total approuvé pour l'Emprunteur, pour une telle période, par le Conseil du trésor au titre de la programmation des emprunts à long terme des établissements universitaires, soit dépassé;
 - b) l'Emprunteur ne pourra effectuer un emprunt à moins de bénéficier d'une subvention du gouvernement du Québec conforme aux normes établies par le Conseil du trésor, au titre de l'octroi ou de la promesse de subventions aux Universités, ainsi qu'aux termes et conditions déterminés par la Ministre et pourvoyant au paiement en capital et intérêt de l'emprunt concerné même si, par ailleurs, le paiement de cette subvention est sujet à ce que les sommes requises à cette fin soient votées annuellement par le Parlement;
 - c) chaque emprunt ne pourra être effectué qu'en monnaie légale du Canada auprès de Financement-Québec;
 - d) le produit de chaque emprunt ne pourra servir, outre le paiement des frais inhérents à l'emprunt concerné, qu'aux fins suivantes :
 - i) le financement des dépenses d'investissement faites par l'Emprunteur aux termes d'un plan d'investissement approuvé par le gouvernement du Québec;
 - ii) le refinancement d'une partie ou de la totalité d'emprunts antérieurs venus à échéance; ou
 - iii) le remboursement d'emprunts bancaires contractés en attente du financement à long terme ou de refinancement.
3. QU'aux fins de déterminer le montant total auquel réfère le paragraphe 1 ci-dessus, il ne soit tenu compte que de la valeur nominale des emprunts effectués par l'Emprunteur;
4. QU'en plus des caractéristiques et limites énoncées précédemment, les emprunts comportent les caractéristiques suivantes :
 - a) l'Emprunteur pourra contracter un ou plusieurs emprunts pendant toute la durée du régime d'emprunts jusqu'à concurrence du montant qui y est prévu, et ce, aux termes d'une seule et unique convention de prêt à conclure entre l'Emprunteur et Financement-Québec;
 - b) chaque emprunt sera constaté par un billet fait à l'ordre de Financement-Québec;

- c) le taux d'intérêt payable sur les emprunts sera établi selon les critères déterminés par le gouvernement en vertu du décret numéro 430-2018 du 28 mars 2018, tel que ce décret pourra être modifié ou remplacé de temps à autre; et
 - d) afin d'assurer le paiement à l'échéance du capital de chaque emprunt et des intérêts dus sur celui-ci, la créance que représente pour l'Emprunteur la subvention qui lui sera accordée par la Ministre, au nom du gouvernement du Québec, sera affectée d'une hypothèque mobilière sans dépossession en faveur de Financement-Québec.
5. QUE l'Emprunteur soit autorisé à payer, à même le produit de chaque emprunt contracté en vertu du présent régime, les frais d'émission et les frais de gestion qui auront été convenus;
6. QUE l'un ou l'autre des dirigeants suivants :
- Le recteur et vice-chancelier;
Le chef de la direction financière; ou
La secrétaire générale et directrice, service des affaires juridiques;
- de l'Emprunteur, **pourvu qu'ils soient deux agissant conjointement**, soit autorisé, au nom de l'Emprunteur, à signer la convention de prêt, la convention d'hypothèque mobilière et le billet, à consentir à toute clause et garantie non substantiellement incompatible avec les dispositions des présentes, à livrer le billet, à apporter toutes les modifications à ces documents non substantiellement incompatibles avec les présentes ainsi qu'à poser tous les actes et à signer tous les documents, nécessaires ou utiles, pour donner plein effet aux présentes;
7. QUE, dans la mesure où l'Emprunteur a déjà adopté une résolution instituant un régime d'emprunts pour les mêmes fins, la présente résolution remplace la résolution antérieure, sans pour autant affecter la validité des emprunts conclus sous son autorité avant la date du présent régime d'emprunts.

PREPARED BY:

Name: Danielle Tessier
Date: September 10, 2018

PAR COURRIER ÉLECTRONIQUE

Québec, le 16 août 2018

Madame Gracy Pardillo
Contrôleure
Université Concordia
1455, boulevard De Maisonneuve Ouest
Montréal (Québec) H4G 1M8

Madame,

Conformément à l'article 77.1 de la Loi sur l'administration financière (RLRQ, chapitre A-6.001) et aux pouvoirs qui me sont conférés, j'autorise l'Université Concordia (l'Université) à instituer un régime d'emprunts à long terme lui permettant de conclure de temps à autre, d'ici le 30 juin 2019, des emprunts à long terme d'un plus 9 697 731 \$, en monnaie légale du Canada, sous réserve des limites énoncées à ce régime.

Les emprunts conclus en vertu de ce régime serviront à refinancer des emprunts à long terme échus et à rembourser des dépenses d'investissements déjà effectuées, le tout étant actuellement financé par des emprunts temporaires.

Vous trouverez ci-joint le modèle de résolution à adopter par l'Université. Veuillez transmettre une copie certifiée conforme de cette résolution, datée et signée, à M^{me} Marie-Josée Fafard. Vous pouvez communiquer avec cette dernière au 418 528-0074, poste 2668, ou au marie-josee.fafard@education.gouv.qc.ca.

Je vous prie d'agréer, Madame, l'expression de mes sentiments les meilleurs.

La sous-ministre,



Sylvie Barcelo, ASC

p. j. 1

c. c. M. Alain Bélanger, sous-ministre adjoint au financement et à la gestion de la dette, ministère des Finances



**AUDIT COMMITTEE
REPORT TO THE BOARD OF GOVERNORS
Georges Paulez, Chair
September 17, 2018**

This is a summary of the main items discussed by the Audit Committee at its meeting held on September 5, 2018.

The Audit Committee reviewed the Audited financial statements for the year ended April 30, 2018 and the Interfund transfers for the year ended April 30, 2018, both of which it is recommending for Board approval.

The Committee was updated on the state of completion of the mandates included in the 2016/2017, 2017/2018 and 2018/2019 internal audit plans as well as the three internal audit reports issued since the last meeting. A report was also provided on the status of the outstanding internal audit recommendations.

Pursuant to the Conseil du Trésor audit of all major Québec university which began in the summer of 2016 with respect to the contract awarding process, the Conseil's final report was issued at the end of May, which encompassed all universities and included recommendations on best practices. Each university has also received its own report. While the Conseil's observations for Concordia identified no critical issues or infringement of the law, the Committee was apprised of the summary of the recommendations issued by the Conseil with respect to improvement to its tendering process together with the action plan developed by the University to address with those recommendations.

In keeping with the Committee's mandate which includes monitoring areas of significant risk to the University, including, but not limited to, legal claims, pending and threatened, the Committee received a report on litigation and pending litigation. This report outlines the legal claims involving the University which could pose a material financial or reputational risk to the University.



**BOARD OF GOVERNORS
OPEN SESSION
Meeting of September 17, 2018**

AGENDA ITEM: Interfund transfers for the year ended April 30, 2018

ACTION REQUIRED: For approval

SUMMARY: Board approval of the interfund transfers for the year ended on April 30, 2018 is required.

BACKGROUND: Under the Ministry of Higher Education's directives, the University is required to obtain specific Board approval of interfund transfers. Interfund transfers form part of the changes in fund balances on our financial statements and are disclosed under Note 17 of the financial statements. Interfund transfers can be defined as money transfers between the various funds of the University.

DRAFT MOTION: That, on recommendation of the Audit Committee, the Board of Governors approve the interfund transfers disclosed under Note 17 to the financial statements for the fiscal year ended on April 30, 2018, as set out in Document BG-2018-5-D4.

PREPARED BY:

Name: Danielle Tessier
Date: September 10, 2018

2017-2018 INTERFUND TRANSFERS

FUND	FUND DESCRIPTION	1-Operating Fund	2-Research Fund	3-Designated Fund	4-Capital Asset Fund
1-Contribution towards major renovation or construction projects		(8,556,959)		(196,900)	8,753,859
PA0010	GREY NUNS BUILDING	(691,212)			691,212
PA0013	1424-1426 BISHOP STREET	(243,086)			243,086
PA0018	ACQUISITION OF R & A STANDS	(45,000)			45,000
PAC015	JESUIT RESIDENCE RENOVATIONS	(470,496)			470,496
PAC023	GREY NUNS TEMPORARY RESIDENCE-PHASE	(123,463)			123,463
PAC026	EXP. OF LOYOLA SP. COMPLEX PHASE 1A	(211,191)			211,191
PAC034	GN EAST RESIDENCE - PHASE 2	(1,147,777)			1,147,777
PAC036	GREY NUNS DINING & KITCHEN RENO 14	(195,821)			195,821
PR0322	LB WEBSTER LIBRARY RENOVATIONS			(196,900)	196,900
PR0444	DIESEL TANK SAFETY	(449,806)			449,806
PR0488	BUILD ENCS MATERIAL LABS H14	(860,000)			860,000
PR0492	LB1 CONCORDIA VITRINE	(206,621)			206,621
PR9999	HALL, LB AND EV BUILDING RENOVATIONS	(1,160,720)			1,160,720
PRM078	HB RESIDENCE RENOVATION	(341,938)			341,938
PRM090	LOYOLA ARENA RENOVATIONS	(59,128)			59,128
PRM129	SP LAB MODIFICATIONS AND ADDITION	2,604			(2,604)
PRM154	HINGSTON PHASE 2 INFRASTRUCTURE AMP	(138,922)			138,922
PRM170	EV FUME HOODS INSTALLATION	1,200			(1,200)
PRM175	RETAIL - BASE BUILDING GM0001 SUBDI	(135,000)			135,000
PRM187	DR. DUNFIELD LAB	312			(312)
PRM206	GM-8 SECURITY DOOR	9,409			(9,409)
PRM211	FOOD PROJECT	(704,105)			704,105
PRM212	CENTER FOR EXPANDED POETICS (LB)	107,653			(107,653)
PRM217	UNIVERSITY SECRETARIAT RECONFIGURATION	7,558			(7,558)
PRM225	GN D102 OFFICE DIVISION	(14,896)			14,896
PRM227	INSTALLATION OF DI-OCTO SCULPTURE	(99,407)			99,407
PRM231	NEW COLD TUB RA-S1-553	(22,893)			22,893
PRM236	ELASTIC SPACES EV 1.631	(67,706)			67,706
PRM237	SGW & LOYOLA UPGRADE COLD ROOMS	(79,000)			79,000
PRM240	SP540.5 LABORATORY TRANSFORMATION	(17,507)			17,507
PUI001	IMMOVEABLE ASSETS SINKING FUND - HO	(1,200,000)			1,200,000
2-Contribution towards interest on capital debt		(11,781,080)			11,781,080
PBF001	BOND SERIE A: NET FINANCING COSTS	(11,781,080)			11,781,080
3-Contribution towards equipment		(10,799,494)		(63,100)	10,862,594
PEF230	C.F.I. PROJ# 227045: (FED) LYNES	539			(539)
PEF231	C.F.I. PROJ# 227045: (PRO) LYNES	4,784			(4,784)
PEF232	C.F.I. PROJ# 227045: (MIX) LYNES	194			(194)
PEF256	C.F.I. PROJECT 33784 (MIX) M. IORD	(9,355)			9,355
PEF272	C.F.I. PROJ#36657 (MIXED) GAUTHIER	(183)			183
PEF275	C.F.I. PROJECT 36693 (MIX) PERES-NE	(11,557)			11,557
PEF281	C.F.I. PROJECT 36744 (MIX) EPPINGER	(19,462)			19,462
PEF290	CFI PROJECT # 36775 DE VISSHCHER (M	(22,885)			22,885
PEM004	ENGR./ COMP. SC. EQUIPMENT			(200,000)	200,000
PEM159	E-COMMERCE PROJECT	(197,477)			197,477
PEM209	CSU LIBRARY SERVICE FUND			136,900	(136,900)
PUE001	UNALLOCATED IS STEERING COM. PROJECT	(8,550,000)			8,550,000
U00001	Equipment acquired directly by the Operating Fund	(1,994,092)			1,994,092
4-Contribution towards Library equipment		(100,241)			100,241
U00001	Library Equipment acquired directly by the Operating Fund	(100,241)			100,241
5-Contribution towards specific University projects		(974,977)		(217,240)	1,192,216
BC0017	HISTORY IN THE MAKING			(1,500)	1,500
BC0228	DERRIDA TODAY 2018			(500)	500
BT0014	CONCORDIA MEMORIAL GOLF TOURNAMENT			7,000	(7,000)
EB0103	CONCORDIA MEMORIAL GOLF TOURN BURSARY	(7,000)			7,000
H00489	MERST - FIRST NATIONS			500	(500)
HP1023	DIGITAL STRATEGY			3,000	(3,000)
HRM219	HRIS-FIS PRE-PROJECT SERVICES	(145,000)			145,000
PEM237	RESEARCH INFRASTRUCTURE GRANTS	(1,000,000)			1,000,000
PEM238	EXPLORE SELF-SERVE VIDEO INTERVIEW	(49,000)			49,000
PER005	DESKTOP COMPUTER-FINANCIAL SERVICES	3,784			(3,784)
PM0011	MEL HOPPENHEIM SCHOOL OF CINEMA END	(2,000)			2,000
T20023	FRIENDS OF CON. U. ATHL/BSKT-MEN	20,000			(20,000)
T20034	LIBRARY DEVELOPMENT FUND	(1,500)			1,500
T20037	F C A FACULTY FUND	1,000			(1,000)
T20038	FINE ARTS FACULTY FUND	10,000			(10,000)
T20064	MBA CASE COMPETITION	(15,000)			15,000
T20144	VARSIITY ATHLETE TUITION ASSIST. PRG	(11,000)			11,000
T20213	FAC DEV- HISTORY	1,650			(1,650)
T20214	FAC DEV- JOURNALISM	(1,500)			1,500
T20216	FAC DEV- PHILOSOPHY	500			(500)
T20412	JMSB-FAC.DEV.-SPECIALIZED PROG-KWPM	27,920			(27,920)
T20744	FUNDS RAISED FURING THE CONCORDIA M	161,655			(161,655)
T25005	MERST - FIRST NATIONS	(500)			500
T27558	HUMAN IMPACT LAB	31,015			(31,015)
U00030	STUDENT SERVICES			(20,000)	20,000
UAS119	PSI			(31,015)	31,015
UAS550	LOYOLA COLLEGE FOR DIVERSITY & SUST			(1,000)	1,000
UCA001	DEAN JMSB			(161,655)	161,655
UCA021	KENNETH WOODS PORTFOLIO MGMT PROG.			(27,920)	27,920
USP185	INSTITUT. CONTINGENCY & REORG COSTS			15,000	(15,000)
UST100	ATHLETIC ADMINISTRATION (GEN)			11,000	(11,000)
VB0037	VPRGS BRIDGE FUNDS FOR TOPOLOGICAL			(10,000)	10,000
VU0003	CENTRE FOR ORAL HISTORY AND DIGITAL			(150)	150
6-Contribution towards share of the large bandwidth telecommunications		(151,368)			151,368
U00001	RISQ access acquired directly by the Operating Fund	(151,368)			151,368
7-Research Partnership Investment		(362,942)	362,942		
H00465	RESEARCH PARTNERSHIP FUNDING		362,942		
RX0001	RESEARCH PARTNERSHIP FUNDING	(362,942)			
Grand Total		(32,727,061)	362,942	(477,240)	32,841,358



REPORT TO THE BOARD OF GOVERNORS

ALAN SHEPARD
PRESIDENT AND VICE-CHANCELLOR

SEPTEMBER 2018

A
D
B
O
N
O
O

INTRODUCTION

The pace has gone from a stride to a gallop at Concordia; our campuses are full of their characteristic verve as classrooms, labs and studios are again bustling with students.

Activities to welcome our newest community members – and encourage them to make the most of what Concordia has to offer – began in late summer.

About 1,000 people attended the **Parents Tent** on the grounds of our Grey Nuns Residence on Saturday, August 25th. Staff at on-site information kiosks answered questions from students and their families.

Our Stingers football team once again provided support during **move-in weekend** on August 25th and 26th. For many students, it's their first time living away from home. It's heartening to see how hospitable our Concordia community is toward incoming students.

Pictured on the cover of my report is the September 5th **President's Back-to-School Get-Together** on the Sir George Williams Campus. We also had one on the Loyola Campus the following day. Turnout was fantastic. Great to start the academic year by gathering students, faculty, and staff to share coffee, a snack and – at the Loyola event held outdoors – some sunshine.

New university rankings offer a measure for what we – on campus – know well. One I'll highlight is from the Times Higher Education Young University Rankings; we're again recognized as one of the best universities in the world under the age of 50. More results follow on page 3.

TEACHING, RESEARCH, INNOVATION

Concordia has two new **Fellows of the Royal Society of Canada** in its ranks. Martha Langford (Department of Art History) and Jean-Philippe Warren (Department of Sociology and Anthropology) will be inducted this November.

Eight faculty members enter the new term as **Concordia University Research Chairs**. Recipients, who come from all faculties, contribute to areas of strategic importance. Investigations benefitting from support include immigration policy, medical image processing, and sensory aspects of marketing.

Canada's first-of-its-kind **Institute for Investigative Journalism** was launched at Concordia on June 14th. It houses the National Student Investigative Reporting Network, which connects major media outlets with journalism students and faculty to investigate and report on large-scale public interest stories. The institute is led by Patti Sonntag, BA 00, a former *New York Times*' News Services managing editor.

The **Seminar Series on Decolonizing and Indigenizing the Academy** has launched. These monthly training workshops are organized by Donna Kahérakwas Goodleaf, Concordia's Indigenous curriculum and pedagogical advisor. Goodleaf is working with faculty members to include Indigenous perspectives.

The **Celebration of Research Excellence** honoured recipients of Concordia's University Research and Petro-Canada Young Innovator Awards. Other celebrants included the new cohort of Concordia University Research Chairs and Concordia's first Distinguished University Research Professors. A reception for the 32 honourees was held on August 29th.

Five Concordia doctoral students received **Vanier Canada Graduate Scholarships**. Each award is valued at \$150,000, dispensed over three years. Research topics range from preventing lethal violence against youth in Brazil to the experiences of trans individuals in Montreal between 1980 and 2000.

Banting postdoctoral fellow Adam Crane has joined Concordia to collaborate with Department of Biology professor Grant Brown. They are studying predator avoidance among freshwater fish in environments with a high level of predation risk and comparing these findings to humans with post-traumatic stress disorder. Banting fellowships are valued at \$140,000 over two years.

Twenty-two graduate students and 30 experts participated in the intensive week-long (three-credit) seminar **Learning to Hate: Pluralism in an Era of Echo Chambers** from June 18th to 22nd. Offered through Concordia's Interdisciplinary Summer Institute, the objective was to develop the means for countering, preventing and combating online hate speech.

Six **Summer Schools Abroad** were sponsored by Concordia International. Participating students had the opportunity to attend the University of Erlangen-Nuremberg in Germany, University of Caldas in Colombia, Icelandic Textile Center, University of Santiago de Compostela in Spain, Hebrew University of Jerusalem in Israel, and the University of Genoa in Italy.

The recently created **R. Howard Webster Healthy Living Program for Seniors** has welcomed 52 participants to date. Mandarin-speaking student volunteers offered translation support to Chinese participants. The goal of the program is to promote healthier living through research, education, and prevention.

Six **MITACS Globalink Research Awards** of \$6,000 were given to Concordia undergraduate and graduate students for projects outside of Canada. An **Early Career Fellowship** of \$10,000 to conduct research in China went to Yufang Tang for work on computer-aided medical diagnosis.

Up to 50 postdoctoral research-related internships are being supported through a **new partnership between Concordia and MITACS**. Students and postdoctoral fellows design their own

project, to last at least 12 weeks. They are supervised by a Concordia faculty member and a researcher at a partner university.

From September 6th to 10th, a dozen members of Hexagram-Concordia – including students and alumni – presented at **Ars Electronica**, a digital arts and culture festival in Linz, Austria.

Two Concordians are **Science Exposed** finalists. The national competition is dedicated to scientific photos and provides three \$2,000 jury prizes and one \$2,000 People’s Choice Award. Recent engineering graduate Pooya Soltanian was selected, as was Motjaba Kahrizi, a Department of Electrical and Computer Engineering professor.

The Leonard and Bina Ellen Art Gallery is presenting **Among All These Tundras** until October 27th. The exhibition showcases works by 12 circumpolar artists. It’s co-curated by Department of Art History professor Heather Igloliorte and PhD students Amy Prouty and Charissa von Harringa.

The **Center for World University Rankings** (CWUR) placed Concordia among the top four per cent of 18,000 degree-granting institutions of higher education worldwide.

Concordia placed ninth out of 28 Canadian universities on the **CWUR Alumni Employment indicator**, which considers the number of university alumni who have held CEO positions at the world's top companies.

Concordia and McGill students joined forces and took home five awards at the **Solar Decathlon China 2018**. The competition was to build the best solar-powered house. As part of TeamMTL, Concordians placed first in architecture, market appeal and communications. They also earned third place in engineering, as well as innovation. Twenty-two teams competed, with the winners announced on August 17th.

FUNDING

The **Canadian Institutes of Health Research** announced a combined \$1.8 million in funding for three Faculty of Arts and Science projects. Recipients, along with their department and respective investigations, are: Christophe Grova (Physics), neuroimaging; Lisa Kakinami (Mathematics and Statistics), socio-economic status and health differences; and Michael Sacher (Biology), disease-causing mutations related to protein.

NSERC has provided \$5.5 million for the **Strategic Network in Green Surface Engineering for Advanced Manufacturing** (Green-SEAM). Green-SEAM is a network that will be housed within the Faculty of Engineering and Computer Science, with the goal of developing environmentally friendly coating materials. These materials are used in sectors such as aerospace, mining and energy.

The university will receive \$1.65 million for **SynBioApps**, a new research and training program at the Centre for Applied Synthetic Biology for students in biology, biochemistry, engineering, computing, and mathematics. Funds were awarded by NSERC's Collaborative Research and Training Experience.

Vincent Martin (Department of Biology) received a \$504,450 **NSERC Partnership** grant for work in developing biochemicals from forestry biomass. Emad Shihab (Department of Computer Science and Software Engineering) received \$494,300 for big data analysis to improve wearable devices.

Concordia received 14 SSHRC **Insight Development** grants totalling \$647,031. From the same source, the university garnered three **Connection** grants totalling \$74,978 and one **Partnership Engage** grant of \$24,957. One **NSERC Engage** grant of \$25,000 was also awarded.

SERVICES SECTOR

The 15th edition of **l'Institut du Nouveau Monde – École d'Été** took place at Concordia from August 15th to 18th. The school provides young people aged 18 to 35 with opportunities to develop civic responsibility skills by experimenting with various forms of citizen engagement. The four-day school ended with an event that featured the leaders from Quebec's four political parties.

New **Human Resources workshops** were offered to faculty and staff over the summer months. Topics included decision making, finding solutions, and emotional intelligence. Among the courses to be offered this fall are stress management, mental health, and responding to disclosure.

ADVANCEMENT & EXTERNAL RELATIONS

Dominic D'Alessandro, BSc 67, has added **\$417,180** to the Dominic D'Alessandro Fellowship Fund, which supports graduate students at Concordia.

The **Flanagan Foundation** made an outright gift of **\$200,000** to support social justice initiatives in our Faculty of Arts and Science.

A new pledge from **Groupe Dynamite Inc.** of **\$32,000** will support teaching and learning in the John Molson School of Business (JMSB).

An outright gift of **\$50,000** from the **JF Partners Foundation** will support JMSB.

Marianna Foldvari made a **\$36,000** gift in honour of her son, Michael, who passed away unexpectedly last year. The Michael Foldvari Memorial Scholarship of Excellence in Humanities and Social Science will offer a scholarship of \$1,000 each year to a student studying in humanities, social sciences and, in particular, anthropology.

Norman Raschkowan made a gift of **\$30,000** to create the Raschkowan Play Therapy Fund for students in the Faculty of Fine Arts.

The **Peter Gilgan Foundation** made an outright gift of **\$25,000** towards #PledgeToLead, a tool to help individuals fulfil personal carbon pledges that are in line with international climate goals.

The **Richard and Edith Strauss Foundation** made a gift of **\$75,000** to support research at the PERFORM Centre.

The **Rossy Family Foundation** donated **\$1 million** to Concordia.

Alumni engagement

One-hundred graduates in Hong Kong, Shanghai and Beijing attended **alumni reunion events** in June. Long-time Concordia supporter and alumna Rita Kwai Ching Ng, BSc 87, was honoured in Hong Kong with the Alumni Recognition Award for International Excellence.

Office of Community Engagement

Teams from Enable Montreal presented solutions to community-identified accessibility challenges on June 8th. Enable Montreal is composed of disability rights activists, engineers, designers, Concordia students and faculty. The showcase featured Rosannie Filato, city council executive committee member responsible for social and community development. The initiative is coordinated by the Office of Community Engagement in partnership with SHIFT, the Maison de l'innovation sociale, District 3, and the Critical Disability Studies Working Group.



**BOARD OF GOVERNORS
OPEN SESSION
Meeting of September 17, 2018**

AGENDA ITEM: Audit Committee recommendation regarding Audited financial statements for the year ended April 30, 2018

ACTION REQUIRED: For approval

SUMMARY: Board approval is required of the audited financial statements for the fiscal year ended on April 30, 2018.

BACKGROUND: The financial statements for the fiscal year ended on April 30, 2018 were audited by the University's external auditors, Raymond Chabot Grant Thornton and reviewed by the Audit Committee at its meeting of September 5, 2018.

DRAFT MOTION:

That, on recommendation of the Audit Committee, the Board of Governors approve the financial statements for the fiscal year ended on April 30, 2018, as reported by Concordia's external auditors Raymond Chabot Grant Thornton and outlined in Document BG-2018-5-D6; and

That the Chair of the Board of Governors and the President and Vice-Chancellor be designated to sign the financial statements on behalf of the University.

PREPARED BY:

Name: Danielle Tessier
Date: September 10, 2018

Concordia University
Financial Statements
April 30, 2018

Statement of Administrator's Responsibility	2 - 3
Independent Auditor's Report	4 - 5
Financial Statements	
Financial Position	6
Operations	7
Changes in Fund Balances	8
Cash Flows	9
Notes to Financial Statements	10 - 33

Statement of Administrator's Responsibility

September 17, 2018

Management of the University is responsible for the preparation of the financial statements, the notes and all other financial information contained in this financial report.

Management has prepared the financial statements in accordance with Canadian accounting standards for not-for-profit organizations. In order to achieve the objective of fair presentation in all material respects, reasonable estimates and professional judgements were used. Management believes the financial statements present fairly the University's financial position as at April 30, 2018, and the results of its operations, changes in fund balances and cash flows for the year then ended.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has developed and maintains a system of internal control designed to provide reasonable assurance that University assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of the financial statements. The system of internal controls is monitored by the University's internal audit service.

The Board of Governors is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the financial statements. The Board of Governors carries out its responsibility for review of the financial statements principally through the Audit Committee. All members of the Audit Committee are not officers or employees of the University. The Audit Committee meets with management, the external auditors as well as the internal auditors to discuss the results of audit examinations and financial reporting matters to satisfy itself that each party is properly discharging its responsibilities. The external and internal auditors have full access to the Audit Committee with or without the presence of management.

The financial statements as at and for the year ended April 30, 2018 have been audited by Raymond Chabot Grant Thornton LLP, Chartered Professional Accountants, Licensed Public Accountants, the auditors appointed by the Board of Governors. The independent auditors' report outlines the scope of their audit and their opinion on the preparation of the information included in the financial statements.

[SIGNED]

Dr. Alan Shepard
President & Vice Chancellor

[SIGNED]

Denis Cossette
Chief Financial Officer



DRAFT

DRAFT

Independent Auditor's Report

To the Members of the Board of Governors of
Concordia University

We have audited the accompanying financial statements of Concordia University, which comprise the statement of financial position as at April 30, 2018 and the statements of operations, changes in fund balances and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of

accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Concordia University as at April 30, 2018 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Montréal
September 17, 2018



¹ CPA auditor, CA public accountancy permit no. A

Concordia University Financial Position

April 30, 2018

(In thousands of dollars)

	Total Funds		Operating Fund		Research Fund		Designated Fund		Restricted Funds Capital Asset Fund	
	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS										
Current										
Cash		16,632		16,632						
Grants receivable (Note 4)	60,436	51,805	54,025	45,285	1,705	1,125	46	30	4,660	5,365
Accounts receivable (Note 5)	17,442	14,696	14,308	12,420	2,795	2,171	268	105	71	
Inventories	2,227	2,572	2,227	2,572						
Other assets and prepaid expenses	4,877	5,894	4,135	5,732			477	100	265	62
Due from Concordia University Foundation, without interest	15,757	13,499	5,449	5,269			10,308	8,230		
	100,739	105,098	80,144	87,910	4,500	3,296	11,099	8,465	4,996	5,427
Long-term										
Amount receivable from the Ministère de l'Éducation et de l'Enseignement supérieur (MEES) (Note 6)	72,183	80,377							72,183	80,377
Other assets and prepaid expenses	2,408	3,524	1,956	3,092			452	432		
Research partnership investment	437	565			437	565				
Due from Capital Asset Fund, without interest			123,765	121,903						
Due from Operating Fund, without interest					23,738	23,979	27,156	24,780		
Tangible capital assets (Note 7)	806,581	795,192							806,581	795,192
Intangible capital assets (Note 8)	24,820	26,241							24,820	26,241
	1,007,168	1,010,997	205,865	212,905	28,675	27,840	38,707	33,677	908,580	907,237
LIABILITIES										
Current										
Bank overdraft	2,635		2,635							
Bank loans (Note 9)	101,200	105,000	101,200	105,000						
Trade payables and other operating liabilities	72,714	80,403	62,497	72,173			10,217	8,230		
Amount payable to the MEES	1,498	1,614	1,498	1,614						
Agency and fiduciary accounts	11,919	10,726	11,919	10,726						
Unearned revenue	16,405	13,735	16,405	13,735						
Deferred contributions (Note 10)	28,675	27,840			28,675	27,840				
Liability on market value of a financial instrument (Note 11 (iii))		526								526
Interest payable on long-term debt	4,791	5,355							4,791	5,355
Current portion of long-term debt (Note 11)	27,867	40,181							27,867	40,181
	267,704	285,380	196,154	203,248	28,675	27,840	10,217	8,230	32,658	46,062
Long-term										
Deferred contributions (Note 10)	105,316	96,408					28,376	25,158	76,940	71,250
Due to Restricted Funds, without interest			50,894	48,759						
Due to Operating Fund, without interest									123,765	121,903
Long-term debt (Note 11)	538,224	524,772							538,224	524,772
Employee future benefit liability (Note 12)	182,024	161,803	182,024	161,803						
	1,093,268	1,068,363	429,072	413,810	28,675	27,840	38,593	33,388	771,587	763,987
FUND BALANCES (NEGATIVE)										
Unrestricted deficit	(292,003)	(268,211)	(292,003)	(268,211)						
Internally restricted (Note 13)	68,796	67,306	68,796	67,306						
Externally restricted	114	289					114	289		
Invested in capital assets	136,993	143,250							136,993	143,250
	(86,100)	(57,366)	(223,207)	(200,905)	-	-	114	289	136,993	143,250
	1,007,168	1,010,997	205,865	212,905	28,675	27,840	38,707	33,677	908,580	907,237

The accompanying notes are an integral part of the financial statements.

On behalf of the Board,

Governor

Governor

Concordia University Operations

Year ended April 30, 2018

(In thousands of dollars)

	Total Funds		Operating Fund		Research Fund		Designated Fund		Restricted Funds Capital Asset Fund	
	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenues										
Tuition fees	148,321	131,583	148,321	131,583						
Governmental grants										
Government of Quebec	282,793	275,018	249,599	241,727	4,241	5,218	1,136	1,027	27,817	27,046
Government of Canada	34,038	31,982	4,827	4,772	24,770	22,795	504	223	3,937	4,192
Non-governmental grants	10,923	8,870			9,502	7,471	1,087	902	334	497
Fees and other income	33,911	34,970	32,007	31,150		378	1,690	3,130	214	312
Services to the community	10,156	8,205	10,156	8,205						
Student services	17,344	16,554	17,344	16,554						
Ancillary services (Note 14)	18,965	19,083	18,965	19,083						
Rental properties	4,614	4,982	4,614	4,982						
Donations	7,881	9,778			16	139	7,371	8,822	494	817
Concordia University Foundation	4,997	16,350		10,835			4,526	4,993	471	522
	573,943	557,375	485,833	468,891	38,529	36,001	16,314	19,097	33,267	33,386
Expenses										
Academic services and support (Note 15)	258,066	250,254	258,066	250,254						
Research	63,370	57,428	24,478	21,800	38,892	35,628				
Institutional support (Note 15)	87,940	83,759	87,940	83,759						
Services to the community	12,455	11,695	12,455	11,695						
Student services	15,598	15,551	15,598	15,551						
Endowed and restricted projects	14,105	16,108					14,105	16,108		
Specified gift to Concordia University Foundation	2,720	4,844	1,000	1,000			1,720	3,844		
Employee future benefits (Note 12)	44,542	43,416	44,542	43,416						
Voluntary Retirement Program (Note 16)		13,649		13,649						
Ancillary services (Note 14)	12,950	13,104	12,950	13,104						
Rental properties	2,835	2,433	2,835	2,433						
Expensed capital assets	2,815	2,403							2,815	2,403
Change in fair value of a financial instrument (Note 11 (iii))	(601)	(96)							(601)	(96)
Interest on bank loans	1,129	1,038	610	590					519	448
Interest on long-term debt	10,532	10,606							10,532	10,606
Bond and brokerage fees	13,181	13,178	81	78					13,100	13,100
Amortization of tangible capital assets	42,431	41,291							42,431	41,291
Amortization of intangible capital assets	3,569	3,466							3,569	3,466
	587,637	584,127	460,555	457,329	38,892	35,628	15,825	19,952	72,365	71,218
Excess (deficiency) of revenues over expenses	(13,694)	(26,752)	25,278	11,562	(363)	373	489	(855)	(39,098)	(37,832)

The accompanying notes are an integral part of the financial statements.

Concordia University

Changes in Fund Balances

Year ended April 30, 2018

(In thousands of dollars)

	Total Funds		Operating Fund		Research Fund		Designated Fund		Restricted Funds Capital Asset Fund	
	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Fund balances (negative), beginning of year										
Fund balances (negative), as previously reported	(40,759)	(44,881)	(200,905)	(214,949)			289	1,039	159,857	169,029
Prior period adjustments (Note 2)	(16,607)	(25,747)							(16,607)	(25,747)
Fund balances (negative), as restated	(57,366)	(70,628)	(200,905)	(214,949)			289	1,039	143,250	143,282
Excess (deficiency) of revenues over expenses	(13,694)	(26,752)	25,278	11,562	(363)	373	489	(855)	(39,098)	(37,832)
Remeasurements and other items (Note 12)	(14,853)	40,281	(14,853)	40,281						
Endowment contributions received	2,561	1,351					2,561	1,351		
Endowment contributions transferred to Concordia University Foundation	(2,748)	(1,618)					(2,748)	(1,618)		
Interfund transfers (Note 17)			(32,727)	(37,799)	363	(373)	(477)	372	32,841	37,800
Fund balances (negative), end of year	(86,100)	(57,366)	(223,207)	(200,905)	-	-	114	289	136,993	143,250

The accompanying notes are an integral part of the financial statements.

Concordia University**Cash Flows**

Year ended April 30, 2018

(In thousands of dollars)

	2017	2016
	\$	\$
OPERATING ACTIVITIES		
Deficiency of revenues over expenses	(13,694)	(26,752)
Non-cash items		
Net change in fair value of financial assets and liabilities	(342)	(567)
Net change in deferred contributions – Research Fund and Designated Fund	4,053	800
Amortization of deferred contributions – Capital Asset Fund	(33,267)	(33,385)
Amortization of tangible capital assets	42,431	41,291
Amortization of intangible capital assets	3,569	3,466
Employee future benefits expense over funding contributions	5,368	8,293
Net change in working capital items	(15,264)	20,215
Cash flows from operating activities	<u>(7,146)</u>	<u>13,361</u>
INVESTING ACTIVITIES		
Due from Concordia University Foundation	(2,258)	(4,684)
Acquisition of tangible capital assets	(51,866)	(43,470)
Acquisition of intangible capital assets	(2,148)	(2,118)
Cash flows from investing activities	<u>(56,272)</u>	<u>(50,272)</u>
FINANCING ACTIVITIES		
Bank loans	(3,800)	(1,500)
Amount receivable from the MEES	8,194	8,667
Issuance of long-term debt	40,212	64,415
Repayment of long-term debt	(39,225)	(56,236)
Deferred contributions – Capital Asset Fund	38,957	34,434
Endowment contributions received	2,561	1,351
Endowment contributions transferred to Concordia University Foundation	(2,748)	(1,618)
Cash flows from financing activities	<u>44,151</u>	<u>49,513</u>
Net increase (decrease) in cash	(19,267)	12,602
Cash, beginning of year	<u>16,632</u>	<u>4,030</u>
Cash (bank overdraft), end of year	<u>(2,635)</u>	<u>16,632</u>

The accompanying notes are an integral part of the financial statements.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

1 - GOVERNING STATUTES AND PURPOSE OF THE UNIVERSITY

Concordia University (hereafter the "University") was incorporated under the Concordia University Act, S.Q. 1948 c. 91 as amended by S.Q. 1959-60, c. 191 and S.Q. 2006, c. 69. The University's mission includes post-secondary and graduate education, research and public service. The University is a registered charity under Section 149 of the Income Tax Act and it is exempt from the payment of income tax.

2 - PRIOR PERIOD ADJUSTMENTS

During the year, the University reviewed the Capital Asset Fund amortization schedule of revenue received from the MEES and third party grants. The financing received should be amortized to revenue according to the same rate as the capital asset it is financing. The University concluded that the amortized revenue from the MEES was accelerated into income in prior years and that the amounts amortized to revenue received from the third party grants was insufficient in prior years.

The impact of the adjustments to the prior period opening fund balance is as follows:

	Balance, as previously reported	Prior period adjustments	Balance adjusted
	\$	\$	\$
Financial Position – Capital Asset Fund			
Assets			
Amounts receivable from the MEES	103,212	(22,835)	80,377
Liabilities			
Deferred contributions	77,478	(6,228)	71,250
Changes in fund balances – Capital Asset Fund			
Fund balance, beginning of year	169,029	(25,747)	143,282
Fund balance, end of year	159,857	(16,607)	143,250
Excess (deficiency) of revenues over expenses	(46,972)	9,140	(37,832)

3 - SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The University's financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

3 - SIGNIFICANT ACCOUNTING POLICIES (Continued)

Accounting estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the amounts recorded in the financial statements and notes to financial statements. These estimates are based on management's knowledge of current events and actions that the University may undertake in the future. Actual results may differ from these estimates.

Principles of consolidation

The University's financial statements are not consolidated with those of a controlled not-for-profit organization. The required financial information is disclosed in the notes to financial statements.

Financial assets and liabilities

Initial measurement

Upon initial measurement, the University's financial assets and liabilities are measured at fair value, which, in the case of financial assets or financial liabilities that will be measured subsequently at amortized cost, is increased or decreased by the amount of the related financing fees and transaction costs. Transaction costs relating to financial assets and liabilities that will be measured subsequently at fair value are recognized in operations in the year they are incurred.

Subsequent measurement

At each reporting date, the University measures its financial assets and liabilities at amortized cost (including any impairment in the case of financial assets), except for investments in Canadian marketable securities, which are included in other assets and the research partnership investment, which are measured at fair value.

Financial assets and liabilities measured at amortized cost are calculated using the effective interest method (including any impairment in the case of financial assets). Interest calculated using the effective interest method is presented in the statement of operations under Net investment income, Interest on bank loans or Interest on long-term debt, as appropriate.

With respect to financial assets measured at amortized cost, the University assesses whether there are any indications of impairment. When there is an indication of impairment, and if the University determines that during the year there was a significant adverse change in the expected timing or amount of future cash flows from a financial asset, it will then recognize a reduction as an impairment loss in operations. The reversal of a previously recognized impairment loss on a financial asset measured at amortized cost is recognized in operations in the year the reversal occurs.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

3 - SIGNIFICANT ACCOUNTING POLICIES (Continued)

Derivative financial instruments

The University uses derivative financial instruments to manage its interest rate risk exposure. It does not use these derivative financial instruments for trading or speculative purposes.

The University has elected to use hedge accounting to recognize the interest rate swaps that it uses to provide protection against interest rate fluctuations on its variable interest rate for long-term debt. These interest rate swaps require the periodic exchange of interest payments without an exchange of the notional (capital) amount on which payments are calculated.

At the inception of the hedging relationship, the University formally documented the hedging relationship, identifying the hedged item, the related hedging item, the nature of the specific risk exposure being hedged and the intended term of the hedging relationship. Both at the inception of the hedging relationship and throughout its term, the University has reasonable assurance that the critical terms of the hedged item and the related hedging item will remain the same. For hedged items that are an anticipated transaction, the University determines that it is probable that the anticipated transaction will occur at the time and in the amount designated, as documented at the inception of the hedging relationship.

The University discontinues hedge accounting when the hedged item or the related hedging item ceases to exist or the critical terms of the hedging item cease to match those of the hedged item.

The derivative financial instruments that do not meet the criteria of a hedge are recognized at their fair value on the statement of financial position and changes in fair value are recognized in the statement of operations for the year.

Fund accounting

The Operating Fund is used to account for the University's academic and administrative services. Unrestricted resources as well as internally restricted resources are reported in this fund.

Externally restricted resources that are used for research and research-related purposes are reported in the Research Fund.

The Designated Fund is used to account for funds received from external entities for specific purposes imposed by the outside donor or party.

Assets, liabilities, revenues and expenses related to the capital assets owned and managed by the University are reported in the Capital Asset Fund, including the cost of capital assets purchased, funded and expensed by other funds in the year of acquisition.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

3 - SIGNIFICANT ACCOUNTING POLICIES (Continued)

Revenue recognition

The University follows the deferral method of accounting for contributions. Under this method, contributions restricted for future period expenses are deferred and are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Endowment contributions and contributions in capital assets that are not subject to amortization are reported as direct increases in the appropriate fund balance.

Restricted investment income is recognized as revenue in the appropriate fund in the year the related expenses are incurred. Accordingly, investment income on endowments is recognized either in the restricted or in the operating funds, depending on the restriction specified by the donor. Unrestricted investment income is recognized in the Operating Fund, as earned.

Interest income is recognized on a time apportionment basis.

The University's principal sources of revenue, aside from contributions, are tuition fees, miscellaneous fees and other income, services to the community, student services, ancillary services and rental of properties. Revenue is recognized when the following criteria are met:

- Persuasive evidence of an arrangement exists;
- Delivery has occurred and services have been rendered;
- The price is fixed or determinable;
- Collection is reasonably assured.

Revenue is recognized as services are provided. Receipts for which revenue is not yet earned are recorded as unearned revenue.

Contributed supplies and services

The University may recognize contributed supplies and services when the fair value of these contributions can be reasonably estimated and if it would have had to otherwise acquire these supplies and services for its normal operations.

Inventories

Inventories of the retail stores are valued at the lower of cost and net realizable value. Cost is determined by the first in, first out method.

Other assets

Tenant inducements and commissions on rental of properties included in other assets are deferred and amortized on a straight-line basis over the duration of the respective leases.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

3 - SIGNIFICANT ACCOUNTING POLICIES (Continued)

Tangible and intangible capital assets

Tangible and intangible capital assets acquired are recorded at cost. Interest related to capital assets under construction is capitalized at rates reflecting the financing costs of such assets. Contributed capital assets are recorded at fair value at the date of contribution.

Improvements to leased premises are capitalized.

Buildings under construction and other major capital projects funded by the Operating Fund are recorded directly in the Capital Asset Fund.

Amortization

Tangible and intangible capital assets subject to amortization are amortized on a straight-line basis over their estimated useful lives as prescribed by the MEES, at the following periods as follows:

	<u>Periods</u>
Tangible capital assets	
Land improvements	20 years
Buildings	Over 40 to 50 years
Building alterations – mechanical	25 years
Building alterations – interior	30 years
Building alterations – architectural or structural	40 years
Leasehold improvements	Lease term (max. 10 years)
Furniture and equipment	Over 3 to 15 years
Library collection	10 years
Intangible capital assets	
Information technology	10 years
Share of the large bandwidth telecommunications network managed by Réseau d'informations scientifiques du Québec (RISQ) Inc.	Over the term of the agreement

Amortization is recorded in the Capital Asset Fund.

Write-down

Tangible capital assets, intangible capital assets and other assets subject to amortization are tested for recoverability when events or changes in circumstances indicate that their carrying amount may not be recoverable. The carrying amount of a long-lived asset is not recoverable when it exceeds the sum of the undiscounted cash flows expected to result from its use and eventual disposal. In such a case, an impairment loss must be recognized and is equivalent to the excess of the carrying amount of a long-lived asset over its fair value.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

3 - SIGNIFICANT ACCOUNTING POLICIES (Continued)

Art collections

The art collections received by gift and bequest are recorded in the Capital Asset Fund at cost or fair value at the date of contribution if they can be reasonably estimated, and they are not amortized.

Foreign currency translation

The University uses the temporal method to translate transactions denominated in a foreign currency. Under this method, monetary assets and liabilities are translated at the exchange rate in effect at the statement of financial position date. Non-monetary assets and liabilities are translated at historical exchange rates, with the exception of those recognized at fair value, which are translated at the exchange rate in effect at the statement of financial position date. Revenues and expenses are translated at the exchange rate in effect at the date they are recognized. The related exchange gains and losses are recognized in the operations for the year.

Employee future benefits

The University accrues its obligations under the defined benefit pension plans and the other benefit plans as the employees render the services necessary to earn the pension benefits. More specifically, the University recognizes its obligations under the defined benefit plans on the statement of financial position, net of the fair value of plan assets. The University determines the defined benefit obligations using the most recent actuarial valuation prepared for accounting purposes, which is extrapolated to the University's year-end. The total defined benefit plan cost includes current service cost and finance cost and is recognized in operations under Employee future benefits. Remeasurements and other items, which include actuarial gains and losses relating to the obligations, the difference between the actual return on plan assets and interest income deducted from the finance cost as well as past service cost, are recognized separately on the statement of changes in fund balances. Remeasurements and other items are not classified to the statement of operations in a subsequent year.

Internally restricted fund balance

The internally restricted fund is used for two types of transactions:

- The University has adopted a policy to internally restrict the Operating Fund balance of unspent budgeted amounts relating to specific programs. The programs covered by this policy are described in Note 13;
- Management has chosen to internally restrict unspent budgeted amounts from the Operating Fund that relate to specific key University's priorities.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

4 - GRANTS RECEIVABLE

					2018
	Operating (a)	Research	Designated	Capital	Total
	\$	\$	\$	\$	\$
Amount receivable from the MEES	53,310		38	4,660	58,008
Amount receivable from federal agencies	715	736	8		1,459
Amount receivable from provincial agencies (excluding the MEES)		969			969
	<u>54,025</u>	<u>1,705</u>	<u>46</u>	<u>4,660</u>	<u>60,436</u>
					2017
	Operating (a)	Research	Designated	Capital	Total
	\$	\$	\$	\$	\$
Amount receivable from the MEES	44,832		30	5,365	50,227
Amount receivable from federal agencies	453	383			836
Amount receivable from provincial agencies (excluding the MEES)		742			742
	<u>45,285</u>	<u>1,125</u>	<u>30</u>	<u>5,365</u>	<u>51,805</u>

(a) This amount includes an amount of \$29,246 corresponding to grants conditional on attaining a balanced financial situation for the year ended April 30, 2018 (\$31,106 as at April 30, 2017). Subsequent to year-end, the subsidy was confirmed and received.

5 - ACCOUNTS RECEIVABLE

	2018	2017
	\$	\$
Operating Fund		
Tuition fees, net of an allowance for doubtful accounts (a)	4,649	5,570
Services, advances and other	4,449	4,779
Accounts receivable and advance to a wholly-owned subsidiary of a controlled entity (\$5,171 non-interest bearing and \$39 bearing interest of 7%)	<u>5,210</u>	2,071
	<u>14,308</u>	<u>12,420</u>

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

5 - ACCOUNTS RECEIVABLE (Continued)

- (a) As at April 30, 2018, the gross carrying amount of tuition fees receivable totals \$7,221 (\$8,434 as at April 30, 2017). These tuition fees receivable are presented in the financial statements net of an allowance for doubtful accounts of \$2,572 (\$2,864 as at April 30, 2017).

6 - AMOUNT RECEIVABLE FROM THE MEES

The University accounted for a grant receivable from the MEES resulting from the transition to generally accepted accounting principles. This amount is the result of the difference between the net value of the University's capital assets funded by the MEES and the value of the long-term debt service by the Government of Quebec.

7 - TANGIBLE CAPITAL ASSETS

	2018		
	<u>Cost</u>	<u>Accumulated amortization</u>	<u>Net carrying amount</u>
	\$	\$	\$
Land	46,742		46,742
Land improvements	4,311	964	3,347
Buildings, building alterations and leasehold improvements	971,056	276,799	694,257
Construction in progress	4,159		4,159
Furniture and equipment	99,451	63,578	35,873
Library collection	38,244	18,990	19,254
Art collections	2,949		2,949
	<u>1,166,912</u>	<u>360,331</u>	<u>806,581</u>
	2017		
	<u>Cost</u>	<u>Accumulated amortization</u>	<u>Net carrying amount</u>
	\$	\$	\$
Land	45,473		45,473
Land improvements	4,189	749	3,440
Buildings, building alterations and leasehold improvements	940,527	252,619	687,908
Construction in progress	133		133
Furniture and equipment	103,552	65,288	38,264
Library collection	35,363	18,326	17,037
Art collections	2,937		2,937
	<u>1,132,174</u>	<u>336,982</u>	<u>795,192</u>

As at April 30, 2018, trade payables and other operating liabilities include an amount of \$8,092 that relates to the acquisition of tangible capital assets (\$6,963 as at April 30, 2017).

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

8 - INTANGIBLE CAPITAL ASSETS

	2018		
	Cost	Accumulated amortization	Net carrying amount
	\$	\$	\$
Information technology – Development in progress	5,212		5,212
Information technology	31,202	12,043	19,159
Share of the large bandwidth telecommunications network managed by RISQ Inc.	3,584	3,135	449
	<u>39,998</u>	<u>15,178</u>	<u>24,820</u>
	2017		
	Cost	Accumulated amortization	Net carrying amount
	\$	\$	\$
Information technology – Development in progress	3,487		3,487
Information technology	30,930	8,922	22,008
Share of the large bandwidth telecommunications network managed by RISQ Inc.	3,432	2,686	746
	<u>37,849</u>	<u>11,608</u>	<u>26,241</u>

9 - BANK LOANS

The University has an unsecured line of credit of \$245,000 with its bankers, bearing interest at prime rate of 3.4% (2.7% as at April 30, 2017). This line of credit is renewable and convertible into a fixed rate mainly through the issuance of bankers' acceptances. As at April 30, 2018, total outstanding bankers' acceptances amounted to \$101,000 (\$105,000 as at April 30, 2017) bearing interest at rates ranging from 0.93% to 1.86% and total demand loan amounted to \$200 bearing interest at 3.45%. The average rate on all fixed rate financing for the year was 1.38% (1.02% as at April 30, 2017).

In May 2018, the University issued an amendment to the irrevocable letter of credit of US\$694 to the U.S. Department of Education to increase it to US\$766. The irrevocable letter of credit bears a term of 12 months ending on May 31, 2019. The amount represents 50% of the Title IV, Higher Education Act Program funds received by the University under the U.S. Federal Student Aid Program.

10 - DEFERRED CONTRIBUTIONS

Research Fund

The deferred contributions represent unused resources that are allocated to research projects.

Designated Fund

The deferred contributions represent unused resources that are allocated to specific purposes imposed by the outside donor or party.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

10 - DEFERRED CONTRIBUTIONS (Continued)

Capital Asset Fund

The deferred contributions represent unused resources that are allocated to specific purposes imposed by the outside donor or party.

	<u>2018</u>	<u>2017</u>
	\$	\$
Current		
Research Fund		
Balance, beginning of year	27,840	27,673
Amount received in the current year	39,364	36,168
Amount recognized in operations	<u>(38,529)</u>	<u>(36,001)</u>
Balance, end of year	<u><u>28,675</u></u>	<u><u>27,840</u></u>
Long-term		
Designated Fund		
Balance, beginning of year	25,158	24,525
Amount received in the current year	19,532	19,730
Amount recognized in operations	<u>(16,314)</u>	<u>(19,097)</u>
Balance, end of year	<u><u>28,376</u></u>	<u><u>25,158</u></u>
Capital Asset Fund		
Balance, beginning of year	71,250	70,202
Amount received in the current year	38,957	34,434
Amount recognized as revenue of the year	<u>(33,267)</u>	<u>(33,386)</u>
Balance, end of year	<u><u>76,940</u></u>	<u><u>71,250</u></u>
	<u><u>105,316</u></u>	<u><u>96,408</u></u>

11 - LONG-TERM DEBT

	<u>2018</u>	<u>2017</u>
	\$	\$
Capital Asset Fund		
Serviced by the University		
Loan, bearing interest at CDOR, payable in monthly varying instalments, maturing in April 2025 (i)	780	880
Loan, bearing interest at CDOR, payable in monthly varying instalments, maturing in April 2026 (ii)	9,903	10,990
Loan, bearing interest at CDOR, payable in monthly instalments of \$36, principal only, maturing in August 2027 (iii)	8,552	8,984
Loan, bearing interest at CDOR, payable in monthly varying instalments, maturing in April 2038 (iv)	10,325	10,694

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

11 - LONG-TERM DEBT (Continued)

	2018 \$	2017 \$
6.55% (effective interest rate of 6.97%) \$200,000 Series "A" Senior Unsecured Debentures, due September 2, 2042, issued by the University and subject to a trust indenture, which contains certain covenants placing restrictions on the University with respect to the giving of security, disposition of assets and other matters	190,293	190,142
	219,853	221,690
Serviced by the Government of Quebec		
2.409% loan from Financement-Québec, repayable in six varying annual instalments, maturing on May 29, 2019	75,373	81,370
2.437% loan from Financement-Québec, repayable in seven varying instalments, maturing on December 1, 2019	33,764	36,212
2.489% loan from Financement-Québec, repayable in seven varying instalments, maturing on December 1, 2019	12,800	13,440
2.947% KIP loan from Financement-Québec, repayable in twenty varying instalments, maturing on September 1, 2022	6,409	7,722
3.03% loan from Financement-Québec, repayable in nine varying annual instalments, maturing on December 1, 2022	2,578	3,093
2.561% loan from Financement-Québec, repayable in six varying annual instalments, maturing on March 1, 2024	11,733	
2.466% loan from Financement-Québec, repayable in ten varying annual instalments, maturing on March 1, 2026	29,983	32,979
2.149% loan from Financement-Québec, repayable in ten varying annual instalments, maturing on September 1, 2026	60,842	64,416
2.437% loan from Financement-Québec, repayable in ten varying annual instalments, maturing on September 1, 2027	28,479	
2.808% loan from Financement-Québec, repayable in fifteen varying annual instalments, maturing on May 29, 2031	2,822	3,024
3.563% KIP loan from Financement-Québec, repayable in forty varying instalments, maturing on September 1, 2032	14,141	14,874
3.511% loan from Financement-Québec, repayable in nineteen varying annual instalments, maturing on March 1, 2034	30,394	32,263
3.619% loan from Financement-Québec, repayable in twenty varying annual instalments, maturing on June 1, 2034	17,600	18,400
3.23% loan from Financement-Québec, repayable in nineteen varying annual instalments, maturing on June 1, 2034	19,320	20,160

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

11 - LONG-TERM DEBT (Continued)

	2018	2017
	\$	\$
2.472% loan from Financement-Québec		13,611
4.37% and 4.57% Series "15D" bonds		2,653
	346,238	344,217
Cumulative sinking fund paid by the Province of Quebec		(954)
	346,238	343,263
	566,091	564,953
Current portion	27,867	40,181
Long-term debt	538,224	524,772

- (i) On May 1, 2013, the University entered into a 12-year long-term interest rate swap loan agreement to refinance renovation on the student residences located in the west wing of the Grey Nuns Motherhouse. The transaction was effective at a fixed rate of 2.688% plus a variable rate based on the CDOR, 1.641% (0.896% as at April 30, 2017).

The notional amount of the swap agreement entered into by the University was \$1,254 in May 2013. The fair value of assets of the swap calculated according to information obtained from the financial institution is \$1 (the fair value of the liability was \$39 in 2017).

- (ii) On April 30, 2014, the University entered into a 12-year long-term interest rate swap loan agreement to refinance the advances paid for renovations and the conversion of the east wing of the Grey Nuns Motherhouse of the student residences. The transaction was effective at a fixed rate of 2.808% plus a variable rate based on the CDOR, 1.641% (0.896% as at April 30, 2017).

The notional amount of the swap agreement entered into by the University was \$14,080 in April 2014. The fair value of liabilities of the swap calculated according to information obtained from the financial institution is \$30 (the fair value of the liability was \$577 in 2017).

- (iii) On August 24, 2012, the University entered into a 15-year long-term swap loan agreement with RBC (Royal Bank of Canada) for \$11,000 to provide for the purchase of the 5th and the 6th floors as well as the basement of the Faubourg Complex. The transaction was effective on August 30, 2012 at a fixed rate of 3.08% plus a variable rate based on the CDOR, 1.641% (0.896% as at April 30, 2017).

The notional amount of the swap agreement entered into by the University was \$11,000 in August 2012. The fair value of assets of the swap calculated according to information obtained from the financial institution is \$75 (the fair value of the liability was \$526 in 2017). This swap agreement is recorded as an asset on market value (liability in 2017) of a financial instrument since it does not fulfil the requirements of hedge accounting.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

11 - LONG-TERM DEBT (Continued)

- (iv) On May 1, 2013, the University entered into a 25-year long-term interest rate swap loan agreement for the final payment of the acquisition of the property Grey Nuns Motherhouse. The transaction was effective at a fixed rate of 3.014% plus a variable rate based on the CDOR, 1.641% (0.896% as at April 30, 2017).

The notional amount of the swap agreement entered into by the University was \$12,071 in May 2013. The fair value of liabilities of the swap calculated according to information obtained from the financial institution is \$58 (the fair value of the liability was \$855 in 2017).

The MEES makes two types of grants to universities: operating grants and capital grants. Capital grants are authorized under the five-year university capital investment plan and are funded by the Government of Quebec out of public borrowing in the University's name (a process known as grant bonds). As a result, the long-term debt listed above is managed, administered and serviced by the Government of Quebec.

In accordance with its charter and the government decrees adopted pursuant to its charter (the last such decree has been adopted on June 2, 2010), the University may have an outstanding aggregate principal amount of debentures and debt securities, which may not exceed at any time \$700,000, excluding amounts borrowed by way of loan or promissory note. Subsequent to year-end, the government adopted the decree 1057-2018, increasing the limit to \$1,000,000.

The proceeds from the Series A Senior Unsecured Debentures were used primarily to finance the University's capital projects in the last several years. This offering was separate and distinct from the existing "grant bonds" process, which have been used by the Government of Quebec to finance capital spending in the education system, in which grant bonds are managed, administered and serviced by the Government of Quebec. The debentures are direct obligations of the University.

Repayments of principal over the next five years are scheduled as follows:

	Serviced by the University	Serviced by the Government of Quebec	Total
	\$	\$	\$
2019	2,036	25,831	27,867
2020	2,081	129,669	131,750
2021	2,130	16,884	19,014
2022	2,180	16,956	19,136
2023	2,230	16,265	18,495
	<u>10,657</u>	<u>205,605</u>	<u>216,262</u>

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

12 - EMPLOYEE FUTURE BENEFITS

Defined benefit plans

The University measures its accrued benefit obligations and the fair value of plan assets for accounting purposes as at April 30 of each year. Additionally, the financial status of the funded defined benefit pension plan is also measured through actuarial valuations for funding purposes at least once every three years. The most recent actuarial valuation was performed as at December 31, 2015 and the next required valuation will be on December 31, 2018.

The employee future benefit liability is as follows:

	<u>2018</u>	<u>2017</u>
	\$	\$
Pension plan benefits		
Balance, beginning of year	49,178	92,750
Expense	31,434	32,562
Funding contributions	(33,438)	(30,399)
Remeasurements and other items	16,054	(45,735)
Balance, end of year	<u>63,228</u>	<u>49,178</u>
Other plan benefits		
Balance, beginning of year	112,625	101,041
Expense	13,108	10,854
Funding contributions	(5,736)	(4,724)
Remeasurements and other items	(1,201)	5,454
Balance, end of year	<u>118,796</u>	<u>112,625</u>
Total		
Balance, beginning of year	161,803	193,791
Expense	44,542	43,416
Funding contributions	(39,174)	(35,123)
Remeasurements and other items	14,853	(40,281)
Employee future benefit liability, end of year	<u>182,024</u>	<u>161,803</u>

Reconciliation of the funded status of the benefit plans to the amounts recorded in the financial statements

	<u>Pension benefit plans</u>		<u>Other benefit plans</u>	
	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>
	\$	\$	\$	\$
Defined benefit obligations	1,067,702	1,022,491	118,796	112,625
Fair value of plan assets	1,004,474	973,313		
Defined benefit liability	<u>(63,228)</u>	<u>(49,178)</u>	<u>(118,796)</u>	<u>(112,625)</u>

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

12 - EMPLOYEE FUTURE BENEFITS (Continued)

Plan asset components

At the measurement date, i.e. April 30 of each year, the assets of the pension plan consist of the following:

Asset category	<u>2018</u>	<u>2017</u>
	%	%
Cash and cash equivalents	3	2
Equity instruments	2	2
Fixed income	1	
Pooled funds	75	71
Other investments	19	25
	<u>100</u>	<u>100</u>

Significant assumptions

The significant assumptions used are as follows (weighted average):

	<u>Pension benefit plans</u>		<u>Other benefit plans</u>	
	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>
	%	%	%	%
Accrued benefit obligations				
Discount rate	6.00	6.00	6.00	6.00
Rate of compensation increase	2.70	2.70	2.70	2.70
Benefit costs				
Discount rate	6.00	6.00	6.00	6.00
Rate of compensation increase	2.70	2.70	2.70	2.70

Assumed health care cost trend rates are based on the following:

	<u>2018</u>	<u>2017</u>
	%	%
Initial health care cost trend rate	7.54	7.81
Cost trend rate declines to	5.11	5.11
Year when the rate reaches the level at which it is assumed to remain at	2028	2028

Benefits paid

Benefits paid by the pension plans for the employees of Concordia University totalled \$54,780 (\$49,483 in 2017) and benefits paid by other benefit plans amounted to \$5,736 (\$4,724 in 2017).

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

13 - INTERNALLY RESTRICTED FUND BALANCES

	2018	2017
	\$	\$
Academic-related		
Institutional projects	17,422	16,179
Student services	10,731	10,932
Scholarship funds	7,335	7,461
Employee training programs	1,063	1,001
Recruitment	589	604
Centre for study of classroom programs	149	149
Academic plan	7,655	3,994
Faculty Professional Development Fund	1,726	1,561
Services to the community	2,762	3,682
Other	684	1,484
	<u>50,116</u>	<u>47,047</u>
Research-related		
Research funded by overhead	2,338	2,112
Infrastructure for research units	2,718	3,931
General Purpose Principal Investigator	2,880	2,858
Concordia Research Chair	2,053	2,461
Faculty Research Development Program	2,240	2,214
Research Seed Funding	900	719
Concordia Aid to Scholarly Activities	675	836
Facilities Optimization Program	417	208
Faculty program in support of research	711	799
Research laboratories	281	290
Research initiatives and infrastructure	919	1,156
Other	1,922	2,034
	<u>18,054</u>	<u>19,618</u>
Capital and technology-related		
Capital and special project	206	221
Information technology	420	420
	<u>626</u>	<u>641</u>
	<u><u>68,796</u></u>	<u><u>67,306</u></u>

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

14 - ANCILLARY SERVICES

	2018		Excess
	Revenues	Expenses	
	\$	\$	\$
Retail stores	9,300	8,074	1,226
Residences	6,049	2,930	3,119
Parking	1,510	409	1,101
Food services	1,753	1,275	478
Advertising	117		117
Other services	236	262	(26)
	<u>18,965</u>	<u>12,950</u>	<u>6,015</u>
			2017
	Revenues	Expenses	Excess
	\$	\$	\$
Retail stores	9,588	8,522	1,066
Residences	5,751	2,647	3,104
Parking	1,727	550	1,177
Food services	1,658	1,136	522
Advertising	118		118
Other services	241	249	(8)
	<u>19,083</u>	<u>13,104</u>	<u>5,979</u>

15 - EXPENSES

	2018	2017
	\$	\$
Academic services and support		
Academic	231,023	224,805
Library	11,571	12,082
Instructional and information technology services	15,472	13,367
	<u>258,066</u>	<u>250,254</u>
Institutional support		
Administration	51,520	48,236
Facilities and operation services	36,325	35,429
Rented facilities	95	94
	<u>87,940</u>	<u>83,759</u>

16 - VOLUNTARY RETIREMENT PROGRAM

In 2016, the University has decided to extend an exceptional, time-limited retirement offer to eligible staff through a Voluntary Retirement Program (hereafter the "VRP"). The VRP has been offered to employees who, as at May 31, 2017, were aged 60 years or older, with a minimum of 10 years of continuous service at the University in a permanent position.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

16 - VOLUNTARY RETIREMENT PROGRAM (Continued)

The purpose of this program was to assist the University in addressing years of budget compressions to the operating budget and to preserve the University's long-term financial sustainability. The cost of this program has been recorded in the Operating Fund.

17 - INTERFUND TRANSFERS

	2018			
	Operating Fund	Research Fund	Designated Fund	Capital Asset Fund
	\$	\$	\$	\$
Contributions towards the following				
Major renovation or construction projects	(8,557)		(197)	8,754
Interest on capital debt	(11,781)			11,781
Equipment	(10,800)		(63)	10,863
Library equipment	(100)			100
Specific University projects	(975)		(217)	1,192
Share of the large bandwidth telecommunications network managed by RISQ Inc.	(151)			151
Research Partnership Investment	(363)	363		
	<u>(32,727)</u>	<u>363</u>	<u>(477)</u>	<u>32,841</u>
				2017
	Operating Fund	Research Fund	Designated Fund	Capital Asset Fund
	\$	\$	\$	\$
Contributions towards the following				
Major renovation or construction projects	(13,235)		(90)	13,325
Interest on capital debt	(11,946)			11,946
Equipment	(11,328)		(729)	12,057
Library equipment	(470)			470
Specific University projects	(419)		583	(164)
Graduate and undergraduate student aid	(623)		608	15
Share of the large bandwidth telecommunications network managed by RISQ Inc.	(151)			151
Research Partnership Investment	373	(373)		
	<u>(37,799)</u>	<u>(373)</u>	<u>372</u>	<u>37,800</u>

The University manages its cash centrally in the Operating Fund. Receipts and disbursements of other funds are recorded as amounts due to or from the Operating Fund. The balances are non-interest bearing and have no fixed terms of repayment.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

18 - RELATED PARTY TRANSACTIONS

The following transactions were concluded in the normal course of operations and are measured at the exchange amount, which is the amount established and accepted by the parties.

The University exercises control over eConcordia.com since the majority of the Board members hold senior management positions at the University, but it does not consolidate the financial statements of eConcordia.com with those of the University.

eConcordia.com is a registered charity under the Income Tax Act (Canada). eConcordia.com has a wholly-owned subsidiary, KnowledgeOne Inc., that provides courses for the advancement of learning on electronic or other new media.

Following is the significant financial information for eConcordia.com as at April 30, 2018 and 2017:

	<u>2018</u>	<u>2017</u>
	\$	\$
Statement of operations		
Revenues	5,984	6,570
Expenses	8,327	7,295
Deficiency of revenues over expenses	<u>(2,343)</u>	<u>(725)</u>
Statement of financial position		
Total assets	<u>3,261</u>	<u>2,766</u>
Total liabilities	6,815	4,039
Deficit	<u>(3,554)</u>	<u>(1,273)</u>
	<u>3,261</u>	<u>2,766</u>
Statement of cash flows		
Operating activities	1,100	1,457
Investing activities	(556)	(959)
Financing activities	(15)	(100)

There are no significant differences in accounting policies between eConcordia.com, KnowledgeOne Inc. and the University.

The University paid service fees to KnowledgeOne Inc. for the delivery of courses to students of the University. The expense amounted to approximately \$4,283 (\$4,620 in 2017). The University invoiced certain academic costs and management fees amounting to approximately \$1,062 (\$1,111 in 2017). The University has an account receivable and an advance totalling \$5,210 (\$2,071 in 2017) of which \$5,171 (\$2,016 in 2017) is non-interest bearing and \$39 (\$55 in 2017) bears interest at 7%.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

18 - RELATED PARTY TRANSACTIONS (Continued)

The Concordia University Foundation (hereafter the "Foundation") must use its resources exclusively to advance the mission of the University. The Foundation is incorporated under the Canada Not-for-profit Corporations Act and is a charitable organization under both the Income Tax Act (Canada) and the Taxation Act (Quebec). The University exercises significant influence over the Foundation since certain Board members and members of senior management are on the Board of the Foundation. Revenues from the Foundation amounting to \$4,997 (\$16,364 in 2017) have been recorded by the University in accordance with the wishes of donors. Amounts recorded as expenses by the University related to the Foundation amount to \$2,720 (\$4,844 in 2017). The assets, liabilities and fund balances of the Foundation total \$194,834, \$16,606 and \$178,228 respectively (\$185,925, \$14,029 and \$171,896 in 2017 respectively).

The fund balances are the following:

	<u>2018</u>	<u>2017</u>
	\$	\$
Endowment fund	81,804	79,001
Sinking fund (Note 20)	60,545	57,524
Other restricted funds	35,846	35,342
General fund	33	29
	<u>178,228</u>	<u>171,896</u>

The University exercises control over the Fondation universitaire de l'Université Concordia (hereafter the "Fondation"). By law, the Fondation's resources must be used exclusively to promote and financially support the teaching and research activities of the University. The Fondation was created by Order-in-Council 834-97, dated June 25, 1997, of the provincial government, in accordance with the Loi sur les fondations universitaires. As a mandatory of the Crown, it is recognized as a charitable organization under both the Income Tax Act (Canada) and the Taxation Act (Quebec). In 2018, the Fondation remained inactive.

19 - FINANCIAL RISKS

Credit risk

The University is exposed to credit risk regarding the financial assets recognized in the statement of financial position. A significant portion of the University's receivables are due from governments, which are believed to be at low risk of default. The University considers tuition fees receivable as a financial asset with more credit risk exposure and considers the concentration of the remaining risks to be minimal considering the large base of counterparties.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

19 - FINANCIAL RISKS (Continued)

Market risk

The University's financial instruments expose it to market risk, in particular, to interest rate risk and currency risk, resulting from both its investing and financing activities.

Interest rate risk

Interest rate risk refers to the adverse consequences of interest rate changes on the University's cash flows and financial position. The University is exposed to interest rate risk as a result of short-term floating rate bank indebtedness and the variable interest rate on the long-term debt serviced by the University. The long-term debt serviced by the Government of Quebec does not bear any risk since the debt service is financed by the Government of Quebec.

The University's other financial instruments do not comprise any interest rate risk since they do not bear interest.

The University manages the interest rate risk by locking in to fixed rates as explained in Note 11.

Currency risk

The University is exposed to currency risk due to cash, accounts receivable and trade payables denominated in U.S. dollars. As at April 30, 2018, financial assets in foreign currency represent cash, accounts receivable and trade payables totalling \$556 (\$885 in 2017).

Liquidity risk

The University's liquidity risk represents the risk that the University could encounter difficulty in meeting obligations associated with its financial liabilities. The University is, therefore, exposed to liquidity risk with respect to all of the financial liabilities recognized in the statement of financial position.

20 - COMMITMENTS

Contractual obligations

As part of its operations, the University has entered into various long-term agreements. The most significant agreements have led to the following contractual obligations:

- An amount of \$63,832 for the construction, renovations and land improvement agreements to be completed during fiscal years 2019 and 2020;
- As at April 30, 2018, the University has commitments for lease agreements totalling \$2,566 and expiring until August 31, 2027. Minimum lease payments for the next years are \$235 in 2019, \$239 in 2020, \$244 in 2021, \$248 in 2022 and \$253 in 2023.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

20 - COMMITMENTS (Continued)

Capital assets Management and Financing Policy

The Operating Fund has a \$291,540 commitment (\$291,170 as at April 30, 2017) towards the Capital Asset Fund to finance the capital assets.

In order to fulfil this commitment, the University entered into an agreement with the Foundation to create and manage a fund that would be dedicated to the repayment of certain debts of the University, namely, the \$200,000 bond issue payable in September 2042. The fund is comprised of an initial gift of \$3.4 million transferred in May 2010. In addition, \$22.6 million in donations already invested in the Foundation were transferred to this fund.

These initial amounts combined with future payments on existing pledges and annual contributions will be invested to generate the required funds to meet the University's future debt obligations by 2042. In 2018, an amount of \$1,000 (\$1,000 in 2017) was transferred to this fund. As at April 30, 2018, the fund balance is \$60,545 (\$57,524 as at April 30, 2017).

The University's capital investments are governed by its Capital Assets Management and Financing Policy. They are determined through the University's Capital Budget process, which is approved by its Board of Governors and is an integrated process with the University operating and cash budgets. The capital budget along with the University's financing program are integrated through a Capital Asset Management process, a Funding Policy and a Financing Policy.

The Funding Policy is composed of 11 indicators that measures the overall health of the University's financial position. Two of the most heavily weighted ratios are the debt burden and debt/FTE indicators. They support in determining the University's affordability towards its capital investment needs and, as a result, its capital budget.

The debt burden ratio is segregated into two components:

- the overall interest cost of the University where its affordability is determined by being no more than 5% of total revenues;
- the University's overall capital repayment contributions (including those for the pension plan) towards the repayment of its financial debt. For the capital repayment contribution portion, the University's does not set a ceiling but will rather seek to contribute as much as possible in order to create fiscal capacity towards its future capital investment needs.

For the debt/FTE ratio, the University determined its affordability to be no more than \$12,000 of total debt (only the portion for which the University is responsible for the servicing; therefore, it excludes all government subsisted debt and net of established accumulated sinking funds per one full time equivalent registered student (FTE)).

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

20 - COMMITMENTS (Continued)

The results of the ratios are as follows:

	2018	2017
	\$	\$
Debt-to-FTE	7,656	7,781
Debt burden – overall interest	2.0%	2.1%
Debt burden – overall capital repayment	3.5%	3.4%

Banked Credits

Article 16.14 of the CUFA Collective Agreement provides for provision with respect to banked credits accumulated by its faculty members. As at April 30, 2018, banked credits amount to \$3,323 (1106 credits). This commitment must be managed with the terms of the Collective Agreement.

21 - CONTINGENCIES

As with other large institutions of a similar nature, the University is party to various legal proceedings, including claims such as grievances arising under its collective agreements, claims instituted by building contractors for additional payments, claims for damages, other claims which may present themselves from time to time under the laws regulating employment matters, and claims instituted by students or former students.

In the aggregate, the total amount of material claims asserted in these various legal and other proceedings is approximately \$4.8 million in principal. This amount does not include interest on principal or additional amounts, which may be claimed pursuant to amendments to existing claims. While it is not possible at this time to assess definitively the outcome of these claims, the University has serious grounds to defend these claims and it is confident that they will be resolved without material effect on the University's financial position. The University has accrued an amount it deems sufficient to cover any potential losses from these claims.

On May 18, 2006, the Supreme Court of Canada rejected an appeal of a decision which refused to authorize a class action against the University related to the administration of its pension plans. The Supreme Court held that this matter had to be decided by a labour arbitrator and not by civil courts. Several unions had initiated, before the Supreme Court decision, collective grievances under the provisions of their collective agreements. The University is confident of the administration of the pension plans at the times cited in the grievances. These grievances do not refer to a specific amount claimed and are being contested as being prescribed. It is not possible at the present time to determine the amount of any potential claim. Accordingly, no amount has been accrued in these financial statements related to these claims. No arbitrators have been named to hear these grievances to date.

Concordia University

Notes to Financial Statements

April 30, 2018

(In thousands of dollars)

21 - CONTINGENCIES (Continued)

In the normal course of the University's building construction projects, there are various claims secured by legal hypothecs that have been made by building contractors to secure payment. Such hypothecs are related to the buildings constructed or under construction. In addition, there are certain third party claims for damages alleging that certain projects have provoked a loss of enjoyment of premises and/or a loss of revenue. While it is not possible at this time to assess definitively the outcome of these actions, the University is confident that they will be resolved without material effect on the University's financial position. No amount has been accrued in these financial statements relating to these claims.

22 - PLEDGES RECEIVABLE

Pledges receivable from donors are not recorded in the statement of operations for the restricted funds. Pledges receivable amounted to \$37,250 as at April 30, 2018 (\$18,084 as at April 30, 2017).

These pledges will be recognized in the financial statements when collected.

23 - SUBSEQUENT EVENTS

Subsequent to year-end, the University received authorization from the government to enter into the following transactions:

- Purchase of land and buildings near its downtown operations for an estimated amount of \$17,000 as part of the University's long-term needs and development strategy;
- The lease of office space in a nearby office tower beginning on September 1, 2018. The average annual rental cost of this operating lease is estimated to be \$5,400. The lease term will be 20 years.

24 - COMPARATIVE FIGURES

Certain comparative figures have been reclassified to conform with the presentation adopted in the current year.

AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED APRIL 30, 2018

PRESENTATION TO THE BOARD OF GOVERNORS

Sept 17, 2018



TOPICS FOR DISCUSSION

- ❑ Independent Auditor's Report & Statement of Administrator's Responsibility

- ❑ Financial Results

- ❑ Capital Fund – prior year adjustment

- ❑ Notes to Financial Statements

- ❑ Financial Highlights / Trends
 - some visual trending

Independent Auditor's Report & Statement of Administrator's Responsibility

Independent Auditor's Report

- Report with no reservations

- No major internal control issues

- Full review of the Auditor's Report by the Audit Committee

Statement of Administrator's Responsibility **(new)**

- Inclusion to be aligned with other universities
- Distinction of responsibilities between Management & Auditors

FINANCIAL RESULTS

- ❑ A positive year
 - ✓ \$25 M positive bottom line – Operating fund
 - ✓ Best since 2011-12

- ❑ Results in line with 2017-18 Operating Budget

- ❑ Tuition revenue: +13%: (mainly International students)
 - ✓ Quebec (1%)
 - ✓ Rest of Canada (1%)
 - ✓ International (11%)

- ❑ VRP impact positive

FINANCIAL RESULTS continued

Expense Category	OPERATING FUND % Increase / (Decrease) 2018 vs. 2017	OPERATING FUND % Increase / (Decrease) 2017 vs. 2016
Academic Services & Support	3.2%	8.2%
Institutional Support	4.7%	2.4%
Research (internal)	10.5%	(1.7%)
Bursaries	12.9%	3.3%

Prior year adjustment - Capital Fund \$ 26M

IMPACT & APPROACH:

1. Change of methodology to show more consistent revenue in the capital fund annually modifying the timing of revenue recognition
2. A change of methodology was adopted in 2018
 - ✓ resulting in a different method to establish Net Book Value
3. No impact on:
 - ✓ Financing
 - ✓ Cash flow
 - ✓ Operating results
4. New accounting procedures already in place to ensure no future adjustments for this issue
5. Full review of the prior year adjustment by the Audit Committee

NOTES TO FINANCIAL STATEMENTS

New Notes:

- Note # 2: Prior year Adjustment - Capital Fund Restatement
- Note # 5: Receivables, Student Fees
Tuition Fee collection rate 98.3% (2018), 97.8% (2017), 96.8% (2014). Positive impact of \$ 2.2M
- Note # 20: Commitments - Capital Assets Management & Financing Policy

Pledges Receivable (Note 22)

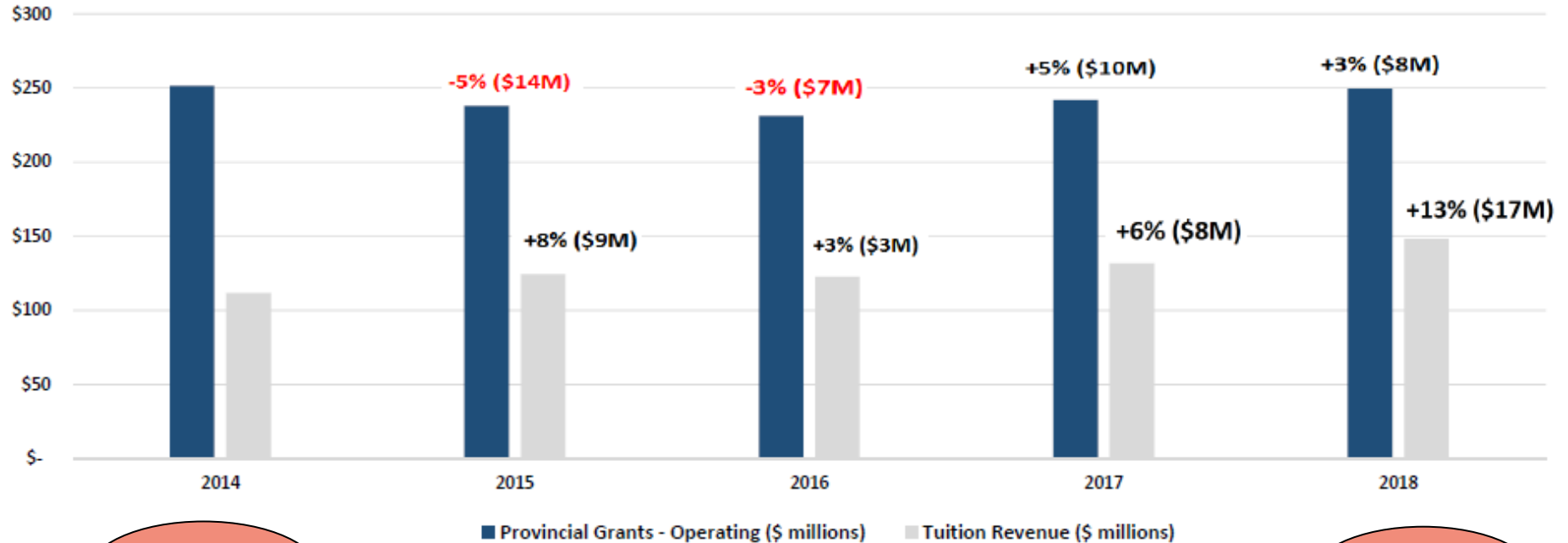
\$18M in 2017; \$ 31M in 2018 → Major Campaign impact

Subsequent Events (Note 23)

- a) Monit -Lease & offer to purchase land
- b) Mere Michel restaurant – offer to purchase building

FINANCIAL HIGHLIGHTS / TRENDS

Major Revenue Categories (2014 - 2018 Trend)
Operating Grant vs. Tuition



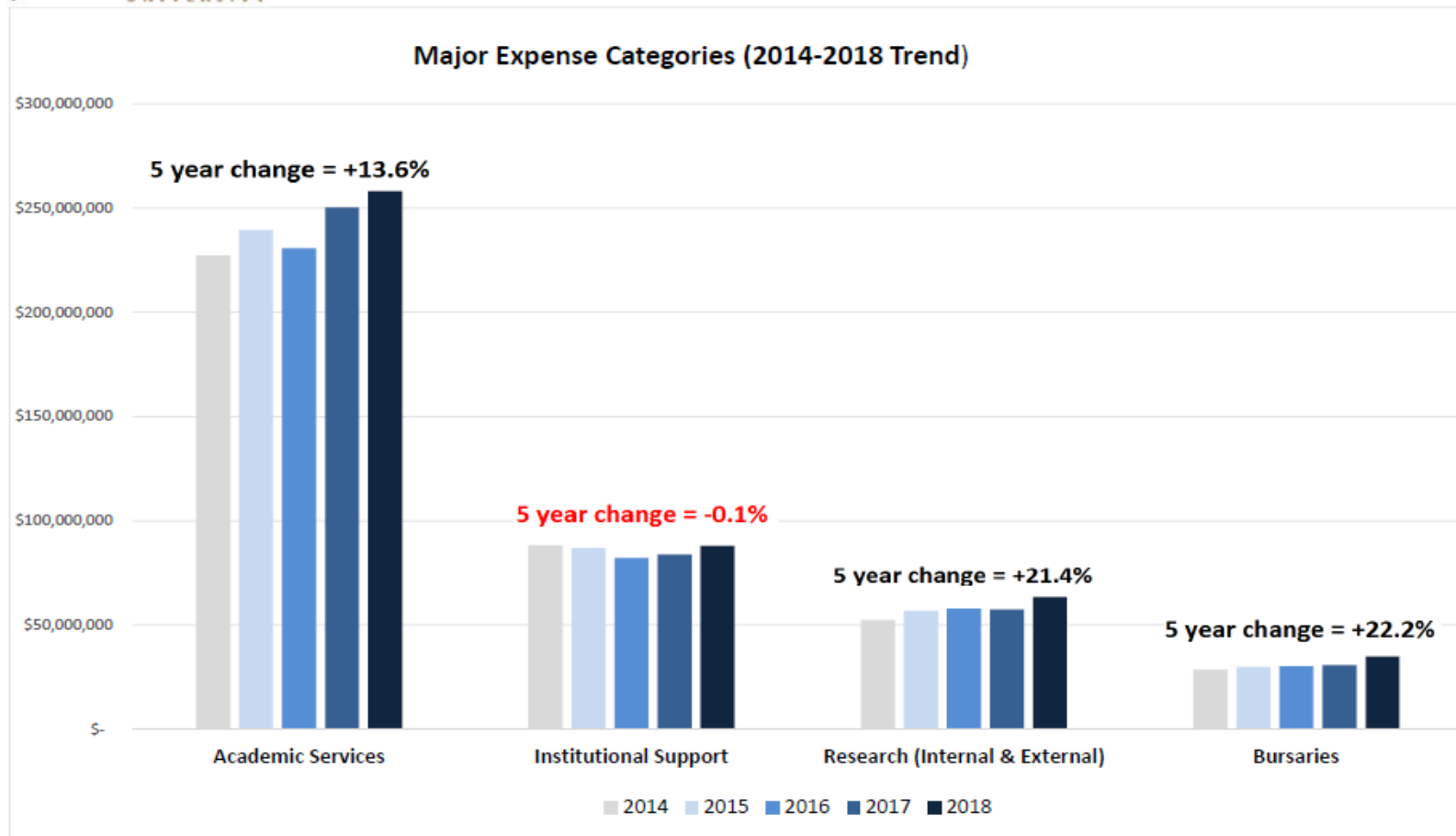
43,874 students *

45,864 students *

	Provincial Grants - Operating (\$ millions)		Tuition Revenue (\$ millions)	
2014	\$	251	\$	112
2015	\$	238	\$	121
2016	\$	231	\$	124
2017	\$	242	\$	132
2018	\$	250	\$	148

* Undergrad & Grad students. Does not include Continuing Educations students.

FINANCIAL HIGHLIGHTS / TRENDS



Major Expense Categories - 5 YEAR TREND (\$ millions)					
	2014	2015	2016	2017	2018
Academic Services	\$ 227	\$ 239	\$ 231	\$ 250	\$ 258
Institutional Support	\$ 88	\$ 87	\$ 82	\$ 84	\$ 88
Research	\$ 52	\$ 57	\$ 58	\$ 57	\$ 63
Bursaries	\$ 29	\$ 30	\$ 30	\$ 31	\$ 35

2017-18 FINANCIAL RESULTS

Concordia Framework & MEES

(In thousands of \$)

Governance

Board of Governors				
Finance Committee		Audit Committee		
Concordia Framework			MEES Framework/SIFU	
Operating Budget	Internally restricted and Y/E entries	Financial statements	Adjustment Futur Benefits	Total
Revenues	485,115	718	485,833	485,833
Expenses	455,960	4,595	460,555	(5,368) 455,187
Surplus before transfers	29,155	(3,877)	25,278	5,368 30,646
Transfers	(32,727)		(32,727)	(32,727)
Net deficit	(3,572)	(3,877)	(7,449)	5,368 (2,081)

Questions?



**BOARD OF GOVERNORS
OPEN SESSION
Meeting of September 17, 2018**

AGENDA ITEM: Report on compliance with environmental legislation and health and safety (EH&S) regulations

ACTION REQUIRED: For information

SUMMARY: This report is provided to members of the Board of Governors on a quarterly basis to apprise them of matters concerning EH&S at Concordia and to allow them to ask questions.

PREPARED BY:

Name: Danielle Tessier
Date: September 10, 2018



**ENVIRONMENTAL
HEALTH AND SAFETY**

Report on Due Diligence for Concordia University Board of Governors

Reporting Period

2018 Q2

(April, May, June)

Pietro Gasparini, C.I.H.
Director, Environmental Health & Safety
August 17, 2018

Environmental Health & Safety (EHS) supports the academic, research and operational activities of the University and promotes a safe, healthy and sustainable campus environment. EHS manages and coordinates programs and services that minimize health, safety, environmental and regulatory risks. Through a multitude of safety programs, EHS monitors compliance with federal and provincial health and safety legislation and internal university policies. We identify and evaluate risks, develop control strategies, and implement appropriate internal procedures. Education is a key component of all risk mitigation strategies and providing high quality, relevant safety training is one of EHS’s main responsibilities.

Section A presents the University’s Leading Safety Key Performance Indicators (KPIs) which measure safety performance and help reflect the safety culture within the University. **Section B** presents the traditional Lagging Safety KPIs which are retrospective and which now include four incident/injury rates.

Section A: Leading Safety Key Performance Indicators

1. Safety Training

For the period of April 1 to June 30, 2018, **52** safety-training sessions took place with **622** participants.

During Q2, EHS updated of the main safety training courses required by federal and provincial law, Workplace Hazardous Materials Information System Training. The update was required to incorporate the amendments made to the Hazardous Products Act and the Hazardous Products Regulations which come into full effect at the end of 2018. As a result, this course was not offered for a brief period of time during the second quarter, leading to a reduction in both the number of total training sessions and total participants.

	2017 Q2 <i>April, May, June</i>	2017 <i>Full Year</i>	2018 <i>April, May, June</i>	2018 Q2 <i>Year To Date</i>
Total Safety Training Sessions	65	223	52	118
Total Participants	846	2560	622	1366

2. Injury & Near-Miss Investigations

Depending on the circumstances surrounding a reported injury or near-miss, EHS staff will conduct a formal investigation in partnership with supervisors. Investigations are conducted in order to: determine the root causes; prevent similar injuries and near-misses in the future; determine compliance with applicable safety regulations; and collect information for workers' compensation claims (if applicable). In some instances, injury and near-miss investigations result in the identification of corrective actions that can prevent injury and near-miss reoccurrence (see Section 5). The investigation of work-related injuries and near-misses is prioritized.

For the period of April 1 to June 30, 2018, **18** injury and near-miss investigations were conducted.

	2017 Q2 <i>April, May, June</i>	2017 <i>Full Year</i>	2018 <i>April, May, June</i>	2018 Q2 <i>Year To Date</i>
Injury Investigations	6	26	13	21
Near-Miss Investigations	9	16	5	7
TOTAL	15	42	18	28

3. Preventative Internal Inspections & Assessments

Preventative internal inspections and assessments (total number) refer to workplace inspections and risk assessments conducted by, or in collaboration with, EHS staff on university premises (e.g., research laboratories, workshops, art studios, mechanical rooms).

Workplace inspections involve a walkthrough of a workplace (e.g. research laboratory, studio, workshop, mechanical room) to determine the degree of compliance with both government regulations and internal policies and procedures. Inspections result in internal non-compliance citations (Section 4) and required corrective actions (Section 5). Audit checklists are used and permit an easy on-the-spot recording of findings.

Workplace risk assessments are a more thorough evaluation of the workplace with the objective to identify all hazards and determining if the hazards can be eliminated. If elimination of the hazard is not possible, the risk assessment determines if the hazards are adequately controlled.

Workplace inspections are conducted on a more routine basis (annually or bi-annually), whereas risk assessments, which take more time, are conducted once and repeated when there is a major change in the level or area of activity in the workplace.

Routine workplace inspections and workplace risk assessments are complimentary and together form an integral part of the University’s comprehensive health and safety program. Both will serve as a mechanism to determine compliance with government regulations and internal policies and procedures.

For the period of April 1 to June 30, 2018, EHS conducted **28** preventative internal inspections and assessments, included are 14 risk assessments of building cooling towers.

Year	Preventative Internal Inspections & Assessments
2017 Q2 <i>April, May, June</i>	16
2017 <i>Full Year</i>	47
2018 Q2 <i>April, May, June</i>	28
2018 <i>Year to Date</i>	52

4. Internal Non-Compliance Citations

EHS is mandated to monitor compliance with both government regulations and internal safety policies and procedures. Compliance monitoring allows us to ensure the safety and well-being of the university community and to mitigate external non-compliance citations.

The majority of internal non-compliance citations result from preventative internal inspections and assessments, and injury and near miss investigations. Identification of non-compliance issues and their subsequent correction improves the overall safety performance of the University prior to the intervention of regulatory bodies. Often, a single internal workplace inspection or injury investigation can generate several non-compliance citations.

For the period of April 1 to June 30, 2018, **91** internal non-compliance citations were issued, as a result of an increase in preventative internal inspections and risk assessments. As indicated in Section 3, EHS completed 14 risk assessments of building cooling towers; these risk assessments resulted in 35 non-compliance citations.

Year	Internal Non-Compliance Citations
2017 Q2 <i>April, May, June</i>	69
2017 <i>Full Year</i>	239
2018 Q2 <i>April, May, June</i>	91
2018 <i>Year To Date</i>	327

5. Corrective Action Completion Rate

Corrective actions are assigned as the result of an intervention by EHS, including injury investigations and internal inspections. When non-compliance issues are identified, corrective actions are generally required. Corrective actions are assigned to the supervisor responsible for the area where the citation occurred or for the individuals involved.

All non-compliance citations (internal and external) must be resolved in a timely manner. External non-compliance citations from external bodies received during external inspection (Section 12) are accompanied by obligatory corrective actions and imposed deadlines. Internal Non-Compliance Citations (Section 4) are also accompanied by obligatory corrective actions and target deadlines. This metric tracks the percentage of assigned corrective actions that are completed. This is tracked by calendar year until all actions are completed.

Year	Corrective Action Completion Rate
2014	99%

As of June 30, 2018, 99% (137) of Corrective Actions assigned in **2014** (138) were completed.

The remaining corrective action is currently in progress.

Year	Corrective Action Completion Rate
2015	98.5%

As of June 30, 2018, 98.5% (443) of Corrective Actions assigned in **2015** (450) were completed, 1% (5) are currently in progress and 0.5% (2) have not yet begun.

Year	Corrective Action Completion Rate
2016	93%

As of June 30, 2018, 93% (201) of Corrective Actions assigned in **2016** (217) were completed, 6% (13) are currently in progress and 1% (3) have yet to begin.

Year	Corrective Action Completion Rate
2017	84%

As of June 30, 2018, 84% (310) of Corrective Actions assigned in **2017** (369) were completed, 9% (33) are currently in progress and 7% (26) have yet to begin.

Year	Corrective Action Completion Rate
2018	10%

As of June 30, 2018, 10% (32) of Corrective Actions assigned in **2018** (327) were completed, 5% (17) are currently in progress and 85% (278) have yet to begin.

Escalating open corrective actions to supervisors and management has resulted in better compliance. Even as information on the status of corrective actions has improved, completing these actions in a timely manner still remains a challenge. EHS staff continues to follow-up and offer assistance to supervisors. Notifications for follow-up continue to be escalated to department chairs and the area's management as required.

6. EHS Research Compliance Reviews

In collaboration with the Office of Research, EHS reviews research and teaching activities that involve hazardous materials, in order to ensure compliance with applicable government regulations and internal policies and procedures.

For the period of April 1 to June 30, 2018, 20 EHS Research Compliance Reviews were completed.

Year	EHS Research Compliance Reviews
2017 Q2 <i>April, May, June</i>	37
2017 <i>Full Year</i>	55
2018 Q2 <i>April, May, June</i>	20
2018 <i>Year To Date</i>	23

Section B: Traditional (Lagging) Safety Key Performance Indicators

7. Total Injuries

An injury refers to the occurrence of a sudden and unforeseen event arising out of, or in the course of, a university sanctioned activity attributable to any factor that caused an injury or an occupational disease (an exposure to conditions or substances that resulted in a disease). Injuries are grouped as work-related (involving staff and faculty), student or visitor/contractor.

For the period April 1 to June 30, 2018, **47** injuries were reported, 27% increase compared to the same period in 2017. Overall, for the first two quarters of 2018, there has been a decrease in total injuries.

Year	Total Injuries
2017 Q2 <i>April, May, June</i>	37
2017 <i>Full Year</i>	177
2018 Q2 <i>April, May, June</i>	47
2018 <i>Year To Date</i>	134

Sports Injuries Included in Total Injuries

Sports Injuries are a sub-set of Total Injuries. Currently the Sports Injuries that are reported to the University via the Injury/Near-Miss Report Form are those injuries (trauma) or illnesses (repetitive stress) suffered by a Member (staff/student) or Non-Member (visitor) of the university community. These injuries occur during the course of a voluntary activity (personal time), either participating in team or individual sport activities or personal physical conditioning, on Concordia property. The majority of the injuries within this category are reported to EHS by the Security Department given that external medical attention (ambulance) is required to treat the injury.

2018	Sports Injuries	Details
Q2	14	Hockey=2 Dodgeball=3 Personal Training=3 Soccer=5 Other=1

8. Work-Related Injuries

Work-Related Injuries are a subset of “Total Injuries” whereby the injured person is a worker (staff or faculty). An injury or illness is considered work-related when an employee is involved and if an event, or exposure in the work environment, either caused or contributed to the resulting condition or significantly aggravated a pre-existing injury or illness. Work-related injuries are investigated by EHS staff and when warranted, an investigation report with corrective actions is submitted to the employee’s supervisor.

For the period April 1 to June 30, 2018, **18** of the 47 reported injuries (Section 7) were work-related, bring the year-to-date total to 35, 31% less than in 2017.

Year	Work-Related Injuries
2017 Q2 <i>April, May, June</i>	14
2017 <i>Full Year</i>	51
2018 Q2 <i>April, May, June</i>	18
2018 <i>Year To Date</i>	35

Recordable Injury Rate (RIR)

The Recordable Injury Rate, also commonly referred to as the recordable incident rate, is calculated by multiplying the number of Work-Related Injuries by 200,000, and then dividing that number by the number of labor hours during that period. The Recordable Injury Rate is calculated at the end of the quarter and provides the year-to-date rate.

Year	Recordable Incident Rate
2017 Q2 <i>April, May, June</i>	0.22
2017 <i>Full Year</i>	0.28
2018 <i>Year to Date</i>	0.44

At the end of Q2, the Recordable Injuries Rate was 0.44 work-related injuries per 100 full-time employees.

9. Workers' Compensation Claims

Employees who sustain a work-related injury may be eligible for compensation from the *Commission des normes, de l'équité, de la santé et de la sécurité du travail* (CNESST).

For the period April 1 to June 30, 2018, there was **1 accepted** Worker's Compensation Claim.

Year	Accepted Compensation Claims
2017 Q2 <i>April, May, June</i>	2
2017 <i>Full Year</i>	10
2018 Q2 <i>April, May, June</i>	1
2018 <i>Year To Date</i>	4

The following table provides details on the 2018 accepted workers' compensation claims and indicates the lost-time days associated with the claim.

Table: Accepted Workers' Compensation Claims

Date	Description	Department	Diagnosis	Lost-Time Days
16-Apr-2018	The employee slipped and sustained a left knee patellar tendinitis.	Facilities Operations	Left Knee Patellar Tendinitis	22

10. Lost-Time Days

A Lost-Time Work-Related Injury is defined as a work-related injury or illness that results in days away from work, other than the day of injury or the day the illness began. Lost-Time Days refers to the total number of calendar days employees are away from work due to a work-related injury or illness.

For the period of April 1 to June 30, 2018, there were **37 Lost Time Days** associated with the Lost-Time Work-Related Injuries that occurred in both quarters; 22 Lost Time Days from Q2 injuries and 15 Lost Time Days from Q1 injuries (See the Accepted Worker Compensation Claims table in Section 9 for details).

Year	Lost-Time Days
2017 Q2 <i>April, May, June</i>	10
2017 <i>Full Year</i>	284

Year	Lost-Time Days
2018 Q2 <i>April, May, June</i>	37
2018 <i>Year To Date</i>	123

Lost-Time Injury Rate (LTIR)

The Lost-Time Injury Rate measures the occurrence of work-related injuries that resulted in an employee’s inability to work the next workday. It represents the number of lost-time injuries per 100 full-time employees in the stated period. The LTIR is calculated by multiplying the number of Lost-Time Work-Related Injuries by 200,000, and then dividing that number by the number of labor hours during that period. The Lost-Time Injury Rate is calculated at the end of the quarter and provides the year-to-date rate.

Year	Lost-Time Injury Rate
2017 Q2 <i>April, May, June</i>	0.10
2017 <i>Full Year</i>	0.17
2018 <i>Year to Date</i>	0.16

At the end of Q2, the Lost-Time Injury Rate was 0.16 lost-time injuries per 100 full-time employees.

Lost-Time Day Rate (LTDR)

The Lost-Time Day Rate is a rate that measures the length of time an employee is away from work due to a work-related injury. It represents the number of lost-time days per 100 full-time employees in the stated period. The LTDR is calculated by multiplying the number of Lost-Time Days by 200,000, and then dividing that number by the number of labor hours during that period. The Lost-Time Day Rate is calculated at the end of the quarter and provides the year-to-date rate.

Year	Lost-Time Day Rate
2017 Q2 <i>April, May, June</i>	3.33
2017 <i>Full Year</i>	7.92
2018 Q2 <i>April, May, June</i>	6.70

At the end of Q2, the Lost-Time Day Rate was **6.70** lost-time days per 100 full-time employees.

Severity Rate

The Severity Rate provides an average of the number of Lost-Time Days per Lost-Time Work-Related Injury. The Severity Rate is calculated by dividing the total number of lost-time days by the total number of lost-time work-related injuries. The Severity Rate is calculated at the end of the quarter

and provides the year-to-date rate.

Year	Severity Rate
2017 Q2 <i>April, May, June</i>	20.0
2017 <i>Full Year</i>	47.3
2018 <i>Year to Date</i>	41.0

At the end of Q2, the Severity Rate was **41** lost-time days per lost-time injury.

11. Near Misses

A Near Miss is the occurrence of an event on university property, arising out of, or in the course of, a university sanctioned activity attributable to any factor that could have caused either an injury or material damage. For example, events such as tripping on a stair or slipping in a water puddle, where no injury occurred, would be categorized as a near miss. As per the University's Policy on Injury Reporting and Investigation (VPS-42), reporting of Near Misses is required. Traditionally, Near Misses go underreported, due to the fact that no injury has occurred. Steps have been taken to encourage Near-Miss reporting, including discussing the importance of Near-Miss reporting at safety committee meetings and emphasizing Near-Miss reporting during safety training and new Principal Investigator orientation sessions.

For the period of April 1 to June 30, 2018, there were **14** reported Near Misses.

Year	Near Misses
2017 Q2 <i>April, May, June</i>	12
2017 <i>Full Year</i>	28
2018 Q2 <i>April, May, June</i>	14
2018 <i>Year To Date</i>	19

12. External Inspections

External inspections refer to inspections or audits of the University premises or safety programs conducted by government agencies or third parties (e.g., insurance provider). Third-party audits include those performed at the request of Environmental Health & Safety. These inspections and audits ensure that the University's activities and facilities are in compliance with all applicable legislation and regulations.

For the period of April 1 to June 30, 2018, there was 3 external inspections. One inspection by the Commission des normes, de l'équité, de la santé et de la sécurité du travail and two from the

Direction régionale de santé publique de Montréal.

Year	External Inspections
2017 Q2 <i>April, May, June</i>	1
2017 <i>Full Year</i>	3
2018 Q2 <i>April, May, June</i>	3
2018 <i>Year to date</i>	4

CNESST Inspection

On June 4, the University was contacted by an inspector of the CNESST regarding machine safety and elevator mechanical room safety. This is an initiative of the CNESST and involves not only Concordia University but other universities in the Montreal Region. The initiative stems partially from conclusions of the investigation of the 2016 death of an elevator maintenance technician at Université de Montréal. The inspector selected 3 buildings on the downtown campus (LB, Hall and VA) as the locations of his inspections and will be visiting elevator mechanical rooms, building mechanical rooms and workshops. The inspections began on June 19, 2018, with the inspection of the elevator mechanical rooms in the three targeted buildings and the workshops of the Faculty of Fine Arts in the VA building. Due to the scope of the inspector’s mandate, the inspections will take several visits to complete and the university will receive multiple reports. As of June 30, 2018, 1 inspection had occurred and no inspection reports had been received.

The Agence de la Santé et des Services Sociaux de Montréal visited District 3 Innovation Center at Loyola

In April, one of the start-ups that are part of the District 3 Innovation Center was contacted by the Agence de la Santé et des Services Sociaux de Montréal regarding workplace health and safety. The start-up recently registered with the provincial government as a company and indicated they would handle chemicals. This initiated the intervention of Direction régionale de santé publique de Montréal due to the fact that the company works with chemicals. Given the start-up operates on university property and using university facilities, EHS was present during the visit and was involved in providing the requested information. No further action was required.

Emergency Measures and Public Security Advisor Visit

On May 25, 2018, an advisor on Emergency Measures and Public Security from the Direction régionale de santé publique de Montréal (Centre intégré universitaire de santé et de services sociaux) meet with Environmental Health & Safety to discuss the university’s management of hazardous materials (chemical, radioactive and biologicals) on the downtown campus. The advisor was satisfied with the internal procedures for storage, tracking and emergency response.

13. Regulatory Citations

The University may receive regulatory citations for non-compliance with federal, provincial or municipal laws, regulations or by-laws. Regulatory citations can be the outcome of government inspections or interventions (e.g., CNESST, Public Health Agency of Canada, Canadian Nuclear Safety Commission) or violations of regulations and by-laws (e.g., false fire alarm citation from the *Service de sécurité incendie de Montréal*). This metric tracks the total number of regulatory citations received by the University.

Year	Regulatory Citations
2017 Q2 <i>April, May, June</i>	3
2017 <i>Full Year</i>	24
2018 Q2 <i>April, May, June</i>	4
2018 <i>Year To Date</i>	9

For the period April 1 to June 30, 2018, the university received **4** regulatory citations from the *Service de sécurité incendie de Montréal* associated with fire alarms.

14. Regulatory Fines

Regulatory Citations (Section 13) may have associated monetary fines or penalties issued to the University.

Year	Fines Received
2017 Q2 <i>April, May, June</i>	\$750
2017 <i>Full Year</i>	\$7950
2018 Q2 <i>April, May, June</i>	\$1000
2018 <i>Year to Date</i>	\$3700

For the period of April 1 to June 30, 2018, Concordia received **2** regulatory fines totaling **\$1000** from the *Service de sécurité incendie de Montréal* associated with 2 of the false fire alarm citations that occurred during the same period.

False fire alarm fines are determined by the number of false alarms over a 12-month period for each civic address. Fines are incremental.

15. Hazardous Materials Spills Responses

The University's Hazardous Materials Spill Response Team responds to hazardous material spills that occur on university premises. Service providers are called upon to assist when a major spill occurs and additional resources are required.

Year	Hazardous Material Spills Responses
2017 Q2 <i>April, May, June</i>	6
2017 <i>Full Year</i>	20
2018 Q2 <i>April, May, June</i>	5
2018 <i>Year to Date</i>	8

For the period of April 1 to June 30, 2018, there were **5** hazardous materials spill.



Pietro Gasparrini, C.I.H.
Director, Environmental Health & Safety

