



BOARD OF GOVERNORS

NOTICE OF MEETING

April 8, 2022

The Agenda and documents for the Open Session meeting of the Board of Governors of Concordia University to be held on Thursday, April 14, 2022, are now posted on the website.

Please note that while there is an Open Session, only Governors, resources and invited guests will be admitted to the meeting.

Exceptionally, the Open Session meeting will be recorded and made available for viewing on the [Board website](#) for one week following the meeting. The recording will be removed and deleted thereafter.

Shelina Houssenaly
Secretary of the Board of Governors



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

Thursday, April 14, 2022, 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	H. Antoniou	
	1.1 Approval of the Agenda	H. Antoniou	Approval
CONSENT AGENDA			
	2. Approval of March 17, 2022 Minutes		Approval
	3. Request for the use of Concordia name (Document BG-2022-3-D1)		Approval
	4. Finance Committee recommendation regarding the revisions to the <i>Policy on Hospitality, Meetings and Events</i> (CFO-10) (Document BG-2022-3-D2)		Approval
REGULAR AGENDA			
4:05	5. Business arising from the Minutes not included in the Agenda		
4:10	6. President's report (Document BG-2022-3-D3)	G. Carr	Information
4:20	7. Other business		
4:25	8. Adjournment	H. Antoniou	

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

Thursday, March 17, 2022, at 4 p.m.
via Zoom video conferencing

PRESENT

Governors: Helen Antoniou (Chair), Françoise Bertrand, Kenneth Brooks, Graham Carr (President and Vice-Chancellor), Jarrett Carty, Gary N. Chateram, Gina P. Cody, Selvadurai Dayanandan, Pat Di Lillo, Adriana Embiricos, Kim Fuller, Rana Ghorayeb, Caroline Jamet, Eduardo Malorni, Claudine Mangen, Frédérica Martin (Vice-Chair), Georges Paulez, Shalini Peruka, Philippe Pourreaux, Suzanne Sauvage, Robert Soroka, Ted Stathopoulos

Also attending: Philippe Beauregard, William Cheaib, Paul Chesser, Denis Cossette, Nadia Hardy, Frederica Jacobs, Karan Singh, Lisa Ostiguy, Anne Whitelaw, Paula Wood-Adams

ABSENT

Governors: Roy Cross, Odile Joannette, Claude Joli-Coeur

Alternate Governor: Lauren Perozek

Non-voting observer: Jonathan Wener

1. Call to order

The Chair called the meeting to order at 4:01 p.m. and reminded the Governors that the Open Session meeting was being recorded and would be posted on the website for one week, following the meeting.

1.1 Approval of the Agenda

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

R-2022-2-1 *That the Agenda be approved, including the items on the Consent Agenda.*

CONSENT

2. Approval of January 27, 2022 Minutes

R-2022-2-2 *That the Minutes of the meeting of January 27, 2022, be approved.*

3. Environment Legislation and Health and Safety (EHS) Compliance Q4 and 2021 Report (Document BG-2022-2-D1)

This report was provided for information.

4. Appointment of the Ombuds Office Appraisal Committee (Document BG-2022-2-D2)

R-2022-2-3 *That in accordance with the Terms of Reference of the Ombuds Office, the Board of Governors appoint the Ombuds Office Appraisal Committee with the following membership:*

- *Frederica Jacobs, Secretary-General and General Counsel – Chair*
- *Melodie Sullivan, Senior Legal Counsel, University Secretariat*
- *Aisha Topsakal, Director, Office of Rights and Responsibilities*
- *Carolina Willsher, Associate Vice-President, Human Resources*
- *Darren Dumoulin, Interim Director, Campus Security and Emergency Management*
- *Philippe Caignon, Associate Dean, Student Academic Services, Faculty of Arts and Sciences*
- *Amir Aghdam, Gina Cody School and Academic Code Administrator, School of Graduate Studies*
- *Mrinalini, Graduate Student*
- *Sandra Mouafo, Undergraduate Student*

Special Liaison to the Committee

- *Helen Antoniou, Chair of the Board of Governors*

Secretary of the Appraisal Committee

- *Andrea Renaud, Interim Director, University Secretariat*

REGULAR

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

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

6. President's report (Document BG-2022-2-D3)

As complementary information to his written report, G. Carr's remarks are summarized as follows:

- G. Carr began by informing the Board that universities do not often take public positions on geopolitical matters, but the Russian invasion of Ukraine had appalled the world for its gross violation of territorial sovereignty, its indiscriminate assault on civilians and the scale of the refugee crisis it had caused. He shared that the University had reached out directly to the few Ukrainian students at Concordia and more generally to other members of our community (faculty, staff and students), including from neighboring countries to provide support and access to services. He noted that the University is providing support to students from the Russian Federation and Belarus as well.
- G. Carr reported that the University was also working to expedite admission requests from potential Ukrainian students who had reached out to the University at both the undergraduate and graduate levels. He also noted that the University's Academic Visitor program would allow the University to help Ukrainian academics who may be at risk and seeking the opportunity to come to Canada, and that the Refugee Center, which is a student fee levy group, is another resource to support Ukrainians students who may be applying for status in Canada.
- The President informed the Board that, when specific cases arise, the University works with the governments in Québec and Ottawa and through the emergency programs offered by the various funding agencies.
- In terms of COVID-related update, G. Carr informed the Board that except for approximately 140 faculty members who had received permission to teach remotely, and the approximate 11% courses that were being delivered through eConcordia, the University is back at delivering the rest of the courses in person. He informed that the University was in the waning half of the semester, and thus the attention had turned to how campus life can be re-animated by supporting conferences, lectures, performances and club activities which have essentially been non-existent for the past two years. He noted that government directives on public health protocols continue to evolve and relax prior requirements. He confirmed that the University will not be changing the current protocols in place, including the mask mandate.
- The President turned to academic and research news and referenced an article in *La Presse*, on Québec universities graduation rates. The data mentioned in the article was measured on a six-year cycle. Generally, there had been a serious decline across Québec affecting the vast majority of universities, however G. Carr was pleased to note that Concordia had bucked that trend, experiencing a 0.7% growth, the highest of any university in Montréal. While it may be premature to speculate on the reasons of this decline, *La Presse* suggested that this could be owing to the effects of COVID on student retention. G. Carr confirmed to the Board that the 0.7% growth was positive and aligned with the outstanding graduation rates of the University in 2020 and 2021.

- G. Carr informed the Board that Concordia was first for a fifth consecutive year in the Times Higher Education (THE) Young University Rankings. Concordia was also number one in North America in the QS World University Rankings of the Top 50 Under 50 for a third consecutive year.
- The President shared the announcement that Concordia will co-lead the National Cybersecurity Consortium (NCC) and the Cyber Security Innovation Network, a project supported by \$76.4 million in federal funding over four years. This was going to be the largest single research initiative of which the University has been part. G. Carr congratulated Dean Debbabi, who had been instrumental to this initiative and P. Wood-Adams who will serve as the inaugural chair of the oversight board.
- He reported that the University received a Sustainability Tracking, Assessment and Rating System (STARS) gold ranking from the Association for the Advancement of Sustainability in Higher Education.
- G. Carr informed the Board of the announcement of the creation of an Institute for Applied Artificial Intelligence (AI) which involves researchers from all four faculties focused on three hubs: AI for health; AI for emerging technologies in next generation cities; and AI for society. The President informed the Board that the Québec Minister E. Caire of the *Ministère de la Cybersécurité et du Numérique* be attending and speaking at the launch in person.
- The President noted to the Board of the two major academic searches that were underway, one for the Vice-President, Research and Graduate Studies and the other for the first Dean of the School of Health.
- Lastly, the President congratulated the University's athletic teams for their success.

7. Governance and Ethics Committee recommendation regarding amendments to the By-Laws (Document BG-2022-2-D4)

F. Bertrand introduced the item.

F. Jacobs explained that the changes to the By-Laws were to take into account the new School of Health, update the mandates of some of the Board Standing Committees and modernize practices. She apprised the Board that following the recommendation of the Governance and Ethics Committee, a summary of the articles of the Concordia University Act referred to in the By-Laws be reproduced in same; therefore, a summary of the relevant articles is now included in footnotes.

Several Governors raised questions about the changes to the By-Laws, including the modification to remove the Senate Finance Committee.

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

R-2022-2-4 That, on recommendation of the Governance and Ethics Committee, the Board of Governors approve the amendments to the Concordia University By-Laws.

8. Other business

There was no business not included on the Agenda.

9. Adjournment

The Chair declared the meeting adjourned at 4:27 p.m.

Shelina Houssenaly

Shelina Houssenaly
Secretary of the Board of Governors



**BOARD OF GOVERNORS
OPEN SESSION
Meeting of April 14, 2022**

AGENDA ITEM: Request for the use of the Concordia name

ACTION REQUIRED: For approval

SUMMARY: Associations or groups wishing to use the Concordia name must obtain the permission of the Board of Governors, as set out in the *Policy on the Use of Concordia University's Name, Logo and Related Insignia, and the Governance of its Visual Character and Digital Presence* ([SG-4](#)).

BACKGROUND:

The following use of name request was forwarded to the Secretary of the Board:

- **Concordia Running Club**, whose mandate is to motivate, support and guide Concordia students on their journey towards running.

DRAFT MOTION:

That, subject to the conditions set out in the *Policy on the Use of Concordia University's Name, Logo and Related Insignia, and the Governance of its Visual Character and Digital Presence* ([SG-4](#)), the Board of Governors approve the following request to use the Concordia name:

- Concordia Running Club

PREPARED BY:

Name: Shelina Houssenaly

Date: April 6, 2022



**BOARD OF GOVERNORS
OPEN SESSION
Meeting of April 14, 2022**

AGENDA ITEM: Finance Committee recommendation regarding the revisions to the *Policy on Hospitality, Meetings and Events* (CFO-10)

ACTION REQUIRED: For approval

SUMMARY: On recommendation of the Finance Committee, the Board of Governors is being asked to approve the revisions to the *Policy on Hospitality, Meetings and Events* (CFO-10)

BACKGROUND:

On recommendation of the Finance Committee, the *Policy on Hospitality, Meetings and Events* was first approved by the Board of Governors on April 18, 2018, and the Policy was made effective on May 1, 2018. In 2018, the new Policy was drafted in conjunction with revisions brought to the *Travel and Conference Policy* (CFO-3), to clearly segregate expenses in relation to travel (transportation, accommodations, meals, visitors and local conferences) and hospitality (venue rentals, promotional and business meals, gifts and official internal events and training) as well as to simply and clarify certain processes and approvals.

The current review was triggered by the implementation of the UNITY Project. Suggested modifications to the Policy were made to ensure alignment with the University's new system. Other changes are being proposed to update the Policy to comply with the current policy template.

In accordance with the *Policy on University Policies* ([SG-6](#)), University Policies that fall under the mandate of the Board shall normally be reviewed by a committee of the Board before they are presented for Board approval.

Clean and marked versions of the Policy are attached.

DRAFT MOTION:

That, on recommendation of the Finance Committee, the Board of Governors approve the revisions to the *Policy on Hospitality, Meetings and Events* (CFO-10).

PREPARED BY:

Name: Shelina Houssenaly
Date: April 6, 2022

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

Effective Date: [insert date]

Approval Authority: Board of Governors

Supersedes /Amends: May 1, 2018

Policy Number: CFO-10

SCOPE

This Policy applies to all hospitality related events, whether held on or off University Space (as defined below), when such Hospitality Events (as defined below) are paid for, or when such Allowable Expenses (as defined below) will be reimbursed by Concordia University (the “University”) funds, including, but not limited to, operating, research and restricted funds.

Allowable Expenses incurred to support research activity and paid for using research grants or contracts must comply with all University policies, including this Policy unless the granting agency or sponsor’s policy is different, in which case the policy of the granting agency or sponsor supersedes this Policy. Allowable Expenses must comply with rules and regulations prescribed by the source of funds used to support the activity.

There are no exceptions to this Policy unless approved in writing by the Chief Financial Officer of the University. Faculties or units are free to enact more restrictive rules around the ones set out in this Policy.

This Policy does not govern Hospitality Events sponsored or held by an External Party (as defined below), when such events are paid for entirely by said External Party.

PURPOSE

This Policy and its supporting procedures, which can be found in the Hospitality, Meetings and Events Handbook (“[Handbook](#)”), provide University-wide administrative guidelines for the approval and reporting of Allowable Expenses incurred on behalf of the University.

The purpose of this Policy is to also:

- Communicate Allowable Expenses in a Hospitality Event context when they are incurred to promote University activities and interests while ensuring to be prudent, mindful and responsible when using University funds, including, without limitation, all funds entrusted to the University to administer.

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

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- Set out guidelines and general procedures for claiming Allowable Expenses and to support the University community managing such events.
- Ensure accountability and compliance with internal and external reporting regulations including, but not limited to, the following policies: *Policy on Contract, Review, Signing and Required Approvals* ([BD-1](#)), *Travel and Conference Policy* ([CFO-3](#)), *Procurement Policy* ([CFO-20](#)), *Policy on Food or Beverage Service on University Space* ([VPS-7](#)), and *Policy on Travel Outside of Quebec* ([VPS-53](#)).

DEFINITIONS

For the purposes of this Policy, the following definitions shall apply:

“Administrative Unit Head” means the highest position responsible for a unit and who has signing authority to sign on the funds being charged or used to reimburse Allowable Expenses.

“Allowable Expenses” means University-related Allowable Expenses that have been paid directly by Employees, students, or visitors, for a Hospitality Event held to advance the University’s activities and interests, and which will be reimbursed to that person by the University from a source of funding administered by the University including, but not limited to, operating, research and restricted funds. The [Handbook](#) outlines what constitutes Allowable Expenses.

“Claimant(s)” or “Traveler(s)” means the individual who incurs Allowable Expenses on behalf of the University and that submits an [Expense Report](#) to initiate a claim for reimbursement of Allowable Expenses.

“Employee(s)” means a full-time, part-time or temporary employee of the University, including staff, faculty, postdoctoral fellows, researchers, members of the administration, stagiaires and interns or any individual engaged by the University on a consulting basis or in virtue of any other contractual agreement; and appointees (including volunteers) of the University. For the purposes of this Policy, Employee includes a Principal Investigator (as defined below).

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“External Event(s)” mean University sponsored events (whether paid entirely or in part by the University), involving both internal and External Parties (as defined below), held to promote the interests of the University on or off University Space. External Events could include the following type of events:

- Entertainment: which includes events when at least 1 visitor or guest is invited to participate in a meal, event or celebration;
- Fundraising / public relations / networking/ external business meals; and
- Recruitment

“External Party(ies)” means any third-party, such as guests, visitors, prospective faculty, prospective donors, benefactors, persons, groups or organizations and other stakeholders who are not members of the University and who wish to use University Space. For greater clarity, Employees, students and all academic and administrative units of the University are not considered as being External Parties and are subject to this Policy.

“Hospitality Event” means the hosting of Internal Events or External Event(s) in promotional and/or other functions involving meals, refreshments, events or social gatherings, other amenities (such as gifts or awards) while occurring on or off University Space to promote the interests of the University.

“Internal Event(s)” means functions organized by internal parties to allow Employees or students, to celebrate occasions on or off University Space.

“Normal Approval Process” means obtaining an approval from the individual who is at a hierarchal level higher than the individual claiming Allowable Expenses.

“Principal investigator” means an Employee that is a faculty member of the University who is the responsible individual of one or more research accounts, which represent internal and/or external funding sources.

“Senior Administration” means the following positions President, Vice-President, Chief Officer appointed by the Board, Secretary-General, Provost, Deputy Provost, Vice-Provost, Associate Vice-President(s) and any other position of equivalent rank and responsibility.

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

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“Types of Hospitality” means meals (breakfast, lunch, and dinner), event reception, refreshments, beverages, or any combination of these. Refreshments refer to beverages and light snacks and could include alcoholic beverages.

“University Space” means any interior or exterior space or facility which is occupied, owned, or leased by the University.

POLICY

General Policy Guidelines

1. All Employees of the University must be prudent, mindful and responsible when using the University’s funds, as these funds come from varied private and public sources. It is the responsibility of all Employees and students to be as economical as possible when incurring Allowable Expenses.
2. While the University recognizes that Allowable Expenses will be incurred in carrying out its teaching, research and operational activities, such expenses should be commensurate with the purpose, scope and the significance of the event. Adhering to a different protocol, under certain circumstances, could be considered reasonable for certain expenses to be incurred.
3. To the extent University Space is available and suitable for an intended Hospitality Event, the University Space should be reserved and selected as the venue to host events covered by this Policy. The *Policy on the Temporary Use of University Space* ([VPS-24](#)) must then be followed.
4. Allowable Expenses can be incurred by an individual (TCard, out-of-pocket), charged directly to the University or requested through Hospitality Concordia, depending on the nature of the expenses and the venue.

Responsibilities

5. The Claimant is the individual who will be reimbursed for the Allowable Expenses being claimed. The Claimant is responsible for ensuring that the Expense Report is complete, accurate, legitimate, eligible, appropriate and reasonable. The Claimant must also ensure that the Allowable Expenses were incurred for University purposes, in accordance to this

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

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Policy and that they will not be submitted for reimbursement against any other University funds or to third parties and that the Claimant will not claim any financial benefit for income tax purposes related to such Allowable Expenses.

6. It is the responsibility of the Claimant to ensure that an Expense Report is submitted in accordance with this Policy and the [Handbook](#). Incomplete and/ or inaccurate Expense Reports will result in reimbursement delays. The University is not responsible for any interest or financing charges levied on credit cards used for an Allowable Expenses as a result of delays associated with incomplete and/or inaccurate Expense Reports
7. The [Expense Report](#) shall contain a clear description of the University purpose for which the Hospitality Event was held, while also identifying the names of the internal people and the External Parties involved.

Approvals

8. When the total expense related to a Hospitality Event is under \$ 5,000, both the manual approval process of the pre-approval form must be followed, as provided in the Handbook and the automated approval process, when:
 - Internal Events include the consumption of alcohol, whether on or off University Space; or
 - The number of internal attendees for an External Event is greater than the maximum internal attendees allowed for such an event, as specified in the [Handbook](#), the manual approval process of the pre-approval form must be followed, as provided for in the [Handbook](#).

Prior Manual Approvals

9. In the case of the situations in [section 8](#) above, the Dean or Administrative Unit Head of the department or unit that the requester reports to must also approve this Hospitality Event.
10. When the total Allowable Expense related to a Hospitality Event is over \$ 5,000, prior approval of the Hospitality Event by a member of the Senior Administration must be obtained before the Normal Approval Process is commenced (as set out in [section 8](#) above).

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

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11. For any Allowable Expenses which are claimed using an Expense Report, the processes found in the [Travel and Conference Policy Handbook](#) will apply. When Allowable Expenses are incurred using vendors or internal Hospitality Services, the approval of such Allowable Expenses must be obtained by the person with authority to sign on the fund(s) being charged.
12. The Claimant's direct manager that approves an Expense Report with Allowable Expenses related to Hospitality Events, is responsible for validating that the expenses incurred are consistent with the Claimant's job functions and position and that such Allowable Expenses are incurred for the benefit of the University
13. The owner of the account(s) that the Allowable Expenses related to Hospitality Events are allocated to, is responsible for ensuring that the Allowable Expenses are in a line with the spending strategy of the approved budget.
14. The authority to approve an [Expense Report](#) may be delegated during temporary absences by the approval authority, to another Employee who is of an equal or higher level.
15. Approval and reimbursement of Allowable Expenses claimed on an [Expense Report](#) does not constitute final acceptance by the University. All Allowable Expenses reimbursements are subject to subsequent review and adjustment by Financial Services, Internal Audit, granting agencies, or at the request of the Claimant, faculties, or departments. The final decision related to any adjustment rests with Financial Services.

Allowable Expenses

16. Allowable Expenses related to the promotion of teaching, research and operational activities of the University can cover a variety of different Types of Hospitality Events. This Policy applies to any such Allowable Expenses.
17. With respect to the reimbursement of alcohol as an Allowable Expense, strict rules apply. Please refer to the sections and the table below and the [Handbook](#).

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

<u>EXTERNAL EVENTS</u> (The amounts herein are before applicable taxes)			
CONDITIONS: →	EVENT TOTAL COST UNDER \$5,000	EVENT TOTAL COST UNDER \$5,000	EVENT TOTAL COST OVER \$5,000
	NO ALCOHOL AND THE MAXIMUM NUMBER OF INTERNAL PARTIES ATTENDING DOES NOT EXCEED THRESHOLD AS PER HANDBOOK	ALCOHOL OR THE MAXIMUM NUMBER OF INTERNAL PARTIES ATTENDING EXCEEDS THRESHOLD AS PER HANDBOOK	WITH OR WITHOUT ALCOHOL
<i>Events such as:</i> <ul style="list-style-type: none"> • Entertainment • Fundraising • Public Relations • Networking • External Business Meals • Recruitment 	NO PRIOR APPROVAL NEEDED Normal approval process	PRIOR APPROVAL by: Dean or Administrative Unit Head <i>(see Handbook for included positions)</i>	PRIOR APPROVAL by: Senior Administration <i>(see Handbook for included positions)</i>

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

<u>INTERNAL EVENTS</u>			
CONDITIONS: →	EVENT TOTAL COST UNDER \$5,000 <u>AND</u> NO ALCOHOL	EVENT TOTAL COST UNDER \$5,000 <u>AND</u> ALCOHOL	EVENT TOTAL COST OVER \$5,000, <u>WITH OR WITHOUT</u> ALCOHOL
Events such as: <ul style="list-style-type: none"> • Banquets • Ceremonies • Internal Events such as: for / Principal Investigators / Staff appreciation recognition • Training (*) • Retreats • (*)Formal training such as: Seminars, Workshops, Trainings, Webinars 	NO PRIOR APPROVAL NEEDED Normal approval process	PRIOR APPROVAL by: Dean or Administrative Unit Head <i>(see Handbook for included positions)</i> ALCOHOL MAY BE PERMITTED	PRIOR APPROVAL by: Senior Administration <i>(see Handbook for included positions)</i> ALCOHOL MAY BE PERMITTED

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

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Alcohol

18. For the reimbursement of alcohol for Hospitality Events, [sections 8 and 9](#) above apply, and prior approval must be obtained, where applicable. In addition, the grids above offer some clarification to determine when alcohol is an Allowable Expense for a Hospitality Event.
19. Alcohol is allowable under certain circumstances except where prohibited by external or internal funding. In all Hospitality Events where alcohol could be consumed (including events with more than the maximum number of internal people allowed as defined in the [Handbook](#)) prior approval must be obtained (as specified in [sections 8 and 9](#) above). The use of alcohol must be in moderation and be served and consumed in a responsible manner in accordance with both this Policy and the *Policy on the Sale and Service of Alcohol on University Premises (VPS-3)*.

Gifts

20. Gifts may be given to Employees for special occasions or in sympathy. The gift should be of modest value. More details may be found in the [Handbook](#).
21. Gift certificates (gift cards) that are given to Employees or students for any reason are considered to be “near cash” by the Canada Revenue Agency (CRA) and therefore are a taxable benefit to the Employee/student if the value of such gift is higher than \$ 500.
22. Gift cards from the *Société des Alcools du Québec (SAQ)* are not allowed under this Policy.

Ineligible Expenses

23. Ineligible expenses include but are not limited to:
 - Social events and memberships deemed to be personal in nature (do not have a University purpose)
 - Non-business related or personal expenses
 - Meals included in other reimbursable items
 - Expenses related to a spouse */ partner* (where in attendance to an event / meal in this capacity) unless pre-authorized and deemed required for University business
 - Political fundraising events

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*Companions may accompany a University member during a University related trip. However, all incremental costs are considered personal expenses and cannot be claimed as Allowable Expenses. An exception to this will be made only if expenses for a companion are expressly permitted by a research grant or contract, or one of the following circumstances apply:

- Single parent travelling with child
 - Nursing mother/caregiver travelling with child
24. Special or particular circumstances may arise that warrant exceptions to the list of ineligible expenses. In these cases, the approver of the [Expense Report](#) must give specific approval of such expenses and explain the University purpose of these expenses. In such case, the approver must be the member of the Senior Administration of the unit the Claimant reports to.

Policy Responsibility and Review

25. The overall responsibility for implementing and recommending amendments to this Policy shall rest with the Chief Financial Officer.

Approved by the Board of Governors on May 1, 2018, and amended on [insert date].

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

Effective Date: ~~May 1, 2018~~ ~~Originating Office: Office~~[insert date]

~~Approval Authority: Board of the~~
~~Chief Financial Officer~~Governors

Supersedes/~~amends: N/A~~ ~~/Amends: May 1,~~
~~2018 Policy Number: -CFO-10~~

SCOPE

PREAMBLE

This Policy ~~applies to all hospitality related events, whether held on or off University Space (as defined below), when such Hospitality Events (as defined below) are paid for, or when such Allowable Expenses (as defined below) will be reimbursed by Concordia University (the "University") funds, including, but not limited to, operating, research and restricted funds.~~

~~Allowable Expenses incurred to support research activity and paid for using research grants or contracts must comply with Meetings and Events ("all University policies, including this Policy unless the granting agency or sponsor's policy is different, in which case the policy of the granting agency or sponsor supersedes this Policy. Allowable Expenses must comply with rules and regulations prescribed by the source of funds used to support the activity.~~

~~There are no exceptions to this Policy unless approved in writing by the Chief Financial Officer of the University. Faculties or units are free to enact more restrictive rules around the ones set out in this Policy.~~

~~This Policy does not govern Hospitality Events sponsored or held by an External Party (as defined below), when such events are paid for entirely by said External Party.~~

PURPOSE)

~~This Policy and its supporting procedures, which can be found in the Hospitality Handbook ("Handbook"), Meetings and Events Handbook ("Handbook"), provide University-wide~~

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administrative guidelines for the approval and reporting of Allowable Expenses incurred on behalf of ~~Concordia~~the University ~~(the “University”)~~.

PURPOSE

The purpose of this Policy is to also:

- Communicate Allowable Expenses in a Hospitality Event context when they are incurred to promote University activities and interests while ensuring to be prudent, mindful and responsible when using ~~all~~ University funds, including, without limitation, all funds entrusted to the University to administer.
- Set out guidelines and general procedures for claiming Allowable Expenses and to support the University community managing such events.
- Ensure accountability and compliance with internal and external reporting regulations including, but not limited to, the following policies: *Policy on Contract, Review, Signing and Required Approvals (~~BD-1~~BD-1), Travel and Conference Policy (~~CFO-3~~CFO-3), Procurement Policy (~~CFO-20~~), ~~Policy on the Sale and Service of Alcohol on University Premises (VPS-3~~CFO-20), Policy on Food or Beverage Service on University Space (~~VPS-7~~VPS-7), ~~Policy on the Temporary use of University Space (VPS-24), Policy on Computer Provisioning (VPS-32), and Policy on Travel Outside of Quebec (VPS-53~~VPS-53).*

SCOPE

~~This Policy applies to all Hospitality related events, whether held on or off University Space, when such Hospitality events are paid for, or when such Allowable Expenses will be reimbursed by, University funds, including, but not limited to, operating, research and restricted funds.~~

~~Allowable Expenses incurred to support research activity and paid for using research grants or contracts must comply with this Policy unless the granting agency or sponsor's policy is different, in which case the policy of the granting agency or sponsor will supersede this Policy. Allowable Expenses must comply with rules and regulations prescribed by the source of funds used to support the activity.~~

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

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~~There are no exceptions to this Policy unless approved in writing by the Chief Financial Officer of the University.~~

~~Faculties or units are free to enact more restrictive rules around the ones set out in this Policy. This Policy does not govern Hospitality events sponsored or held by an External User, when such events are paid for entirely by said External User.~~

DEFINITIONS

For the ~~purpose~~purposes of this Policy~~-, the following definitions shall apply:~~

“Administrative Unit Head” ~~refers to~~means the highest position responsible for a unit and who has signing authority to sign on the funds being charged or used to reimburse Allowable Expenses.

“Allowable Expenses” ~~refer to~~means University-related Allowable Expenses that have been paid directly by ~~a person such as faculty, principal investigator, staff, student~~Employees, students, or visitor~~visitors~~, for a Hospitality ~~event~~Event held to advance the University’s activities and interests, and which will be reimbursed to that person by the University from a source of funding administered by the University including, but not limited to, operating, research and restricted funds. ~~The Handbook~~The Handbook outlines ~~the detailed allowable expenses.~~

~~“Claimant” means the individual that submits and signs an Expense Report to initiate a claim for reimbursement of Allowable Expenses. -what constitutes Allowable Expenses.~~

~~“Claimant(s)” or “Traveler(s)” means the individual who incurs Allowable Expenses on behalf of the University and that submits an Expense Report to initiate a claim for reimbursement of Allowable Expenses.~~

~~“Employee(s)” means a full-time, part-time or temporary employee of the University, including staff, faculty, postdoctoral fellows, researchers, members of the administration, stagiaires and interns or any individual engaged by the University on a consulting basis or in virtue of any other contractual agreement; and appointees (including volunteers) of the University. For the~~

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

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purposes of this Policy, Employee includes a Principal Investigator (as defined below).

“External ~~event~~Event(s)” ~~are~~mean University sponsored events (whether paid entirely or in part by the University), involving both internal and External ~~parties~~Parties (as defined below), held to promote the interests of the University on or off University Space. External ~~events~~Events could include the following type of events:

- Entertainment ~~:-~~ which includes events when at least 1 visitor or guest is invited to participate in a meal, event or celebration;
- Fundraising / Public Relations / Networking/ External Businesspublic relations / networking/ external business meals; and
- Recruitment

“External ~~parties~~” ~~refers to~~Party(ies)” means any third-party, such as guests, visitors, prospective faculty, prospective donors, benefactors ~~and other external stakeholders.~~

~~“External User(s)” means~~ persons, groups or organizations and other stakeholders who are not members of the University and who wish to use University ~~space~~Space. For greater ~~certainty, faculty, principal investigator, staff, student~~ clarity, Employees, students and all academic and administrative units of the University are not considered as being External ~~Users~~Parties and are subject to this Policy.

~~“Internal event(s)” are functions organized by internal parties to allow faculty, principal investigators, students or staff to celebrate significant occasions on or off University Space.~~

“Hospitality” ~~normally involves~~ Event” means the hosting of ~~internal or external events~~Internal Events or External Event(s) in promotional and ~~+/~~or other functions involving meals, refreshments, events or social gatherings, other amenities (such as gifts or awards) while occurring on or off University Space to promote the interests of the University.

“Internal Event(s)” means functions organized by internal parties to allow Employees or students, to celebrate occasions on or off University Space.

“Normal ~~approval process~~” ~~refers to~~Approval Process” means obtaining an approval from the individual who is at a hierarchal level higher than the individual claiming Allowable Expenses

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~~and / or has authority to sign on the fund(s) being charged. See details in the Hospitality Handbook.~~

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“Principal investigator” means an Employee that is a faculty member of the University who is the responsible individual of one or more research accounts, which represent internal and/or external funding sources.

“Senior Administration” means the following positions President, Vice-President, Chief Officer appointed by the Board, Secretary-General, Provost, Deputy Provost, Vice-Provost, Associate Vice-President(s) and any other position of equivalent rank and responsibility.

“Types of Hospitality” ~~normally consists of~~means meals (breakfast, lunch, and dinner), event reception, refreshments, beverages, or any combination of these. Refreshments refer to beverages and light snacks, and could include alcoholic beverages.

“University Space” means any interior or exterior space or facility which is occupied, owned, or leased by the University.

POLICY

General Policy Guidelines

1. All ~~members~~Employees of the University (~~faculty, principal investigators, staff and students~~) must be prudent, mindful and responsible when using the University’s funds, as these funds come from varied private and public sources. It is the responsibility of all ~~faculty, principal investigators, staff~~Employees and students to be as economical as possible when incurring Allowable Expenses.
2. While the University recognizes that Allowable Expenses will be incurred in carrying out its teaching, research and operational activities, such expenses should be commensurate with the purpose, scope and the significance of the event. -Adhering to a different protocol, under certain circumstances, could be considered reasonable for certain expenses to be incurred.
3. To the extent University Space is available and suitable for ~~thean~~ intended Hospitality ~~related event~~Event, the University Space should be reserved and selected as the venue to

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host events covered by this Policy. The *Policy on the Temporary ~~use~~Use of University Space (VPS-24/VPS-24)* must then be followed.

4. Allowable Expenses can be incurred by an individual, ~~(TCard, out-of-pocket)~~, charged directly to the University or requested through Hospitality ~~Services~~Concordia, depending on the nature of the expenses and the venue.

Responsibilities

5. The Claimant is the individual who will be reimbursed for the Allowable Expenses being claimed. The Claimant is responsible for ensuring that the Expense Report is complete, accurate, legitimate, eligible, appropriate, and reasonable ~~and duly authorized~~. The Claimant must also ensure that the Allowable Expenses were incurred for University purposes, in accordance to this Policy and that they will not be submitted for reimbursement against any other University funds or to third parties and that the Claimant will not claim any financial benefit for income tax purposes related to such Allowable Expenses.
6. It is the responsibility of the Claimant to ensure that an Expense Report is submitted in accordance with this Policy and the ~~Handbook~~ Handbook. Incomplete and/ or inaccurate Expense Reports will result in reimbursement delays. The University is not responsible for any interest or financing charges levied upon the on credit ~~card~~cards used for ~~a Claimant's an~~ Allowable Expenses as a result of delays associated with incomplete and/or inaccurate Expense Reports
7. The ~~Expense Report~~ Expense Report shall contain a clear description of the University purpose for which the Hospitality ~~event~~Event was held, while also identifying the names of the internal people and the External ~~parties~~Parties involved.

Approvals

8. When the total expense related to a Hospitality ~~event~~Event is under \$ 5,000, both the ~~Normal~~ manual approval process of the pre-approval form must be followed. ~~In addition to the Normal,~~ as provided in the Handbook and the automated approval process, when:

- a. Internal Events include the consumption of alcohol, whether on or off University Space; ~~OR~~ or

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- ~~b.~~ • The number of internal attendees for an External ~~event~~Event is greater than the maximum internal attendees allowed for such an event, as specified in the ~~Handbook;~~Handbook, the manual approval process of the pre-approval form must be followed, as provided for in the Handbook.

~~Then, in~~Prior Manual Approvals

9. In the case of ~~(a) and (b)~~the situations in section 8 above, the ~~Academic~~ Dean or Administrative Unit Head of the department or unit that the requester reports to must also approve this Hospitality ~~event.~~Event.
- ~~9.10. Before the Normal approval process is commenced~~When the total Allowable Expense related to a Hospitality Event is over \$ 5,000, prior approval of the Hospitality event ~~by the~~Event by ~~the~~a member of the Senior Administration ~~of the unit the requester reports to must be obtained when the total Allowable Expense related to a Hospitality event before the Normal Approval Process is commenced (as set out in excess of \$ 5,000; section 8 above).~~
- ~~10.11.~~ For any Allowable Expenses which are claimed using an Expense Report, the processes found in the ~~Travel and Conference Policy Handbook will apply.~~Travel and Conference Policy Handbook will apply. When Allowable Expenses are incurred using vendors or internal Hospitality Services, the approval of such Allowable Expenses must be obtained by the person with authority to sign on the fund(s) being charged.
- ~~11.12.~~ The ~~individual who~~Claimant's direct manager that approves ~~the~~an Expense Report ~~with~~with Allowable Expenses ~~for~~related to Hospitality ~~event~~Events, is responsible for ~~ensuring~~validating that ~~these~~the expenses ~~incurred~~are consistent with the ~~processes set forth in this Policy~~Claimant's job functions and position and that ~~such~~such Allowable Expenses are incurred for the benefit of the University.
-
13. The owner of the account(s) that the Allowable Expenses related to Hospitality Events are allocated to, is responsible for ensuring that the Allowable Expenses are in a line with the spending strategy of the approved budget.

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

~~12.14.~~ The authority to approve an ~~Expense Report~~ Expense Report may be delegated during temporary absences ~~of by~~ the ~~individual having signing approval~~ authority, ~~provided this delegation is made in accordance with the Policy on Contract Review, Signing and Required Approvals (BD-1)~~ to another Employee who is of an equal or higher level.

~~13.15.~~ Approval and reimbursement of Allowable Expenses claimed on an ~~Expense Report~~ Expense Report does not constitute final acceptance by the University. All Allowable Expenses reimbursements are subject to subsequent review and adjustment by Financial Services, Internal Audit, granting agencies, or at the request of the Claimant, faculties, or departments. The final decision related to any adjustment rests with Financial Services.

Allowable Expenses

~~14.16.~~ Allowable Expenses related to the promotion of teaching, research and operational activities of the University can cover a variety of different ~~types~~ Types of Hospitality ~~events.~~ Events. This Policy applies to any such Allowable Expenses.

~~15.17.~~ With respect to the reimbursement of alcohol as an Allowable Expense, strict rules apply. Please refer to the sections and the table below and the Handbook ~~Handbook~~.

EXTERNAL EVENTS (The amounts herein are before applicable taxes)			
<u>CONDITIONS:</u> →	<u>EVENT TOTAL COST</u>	<u>EVENT TOTAL COST UNDER</u>	<u>EVENT TOTAL COST OVER</u>
<u>CONDITIONS:</u> →	<u>EVENT TOTAL COST UNDER</u> \$5,000	<u>EVENT TOTAL COST UNDER</u> \$5,000	<u>EVENT TOTAL COST OVER</u> \$5,000

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

	<p><u>NO ALCOHOL</u></p> <p><u>AND</u></p> <p><u>THE MAXIMUM</u></p> <p><u>NUMBER OF</u></p> <p><u>INTERNAL PARTIES</u></p> <p><u>ATTENDING DOES</u></p> <p><u>NOT EXCEED</u></p> <p><u>THRESHOLD AS PER</u></p> <p><u>HANDBOOK</u></p>	<p><u>ALCOHOL</u></p> <p><u>OR</u></p> <p><u>THE MAXIMUM</u></p> <p><u>NUMBER OF</u></p> <p><u>INTERNAL PARTIES</u></p> <p><u>ATTENDING EXCEEDS</u></p> <p><u>THRESHOLD AS PER</u></p> <p><u>HANDBOOK</u></p>	<p><u>WITH OR</u></p> <p><u>WITHOUT</u></p> <p><u>ALCOHOL</u></p>	
	<p><u>NO ALCOHOL</u></p> <p><u>AND</u></p> <p><u>THE MAXIMUM</u></p> <p><u>NUMBER OF</u></p> <p><u>INTERNAL PARTIES</u></p> <p><u>ATTENDING DOES</u></p> <p><u>NOT EXCEED</u></p> <p><u>THRESHOLD AS PER</u></p> <p><u>HANDBOOK</u></p>	<p><u>ALCOHOL</u></p> <p><u>OR</u></p> <p><u>THE MAXIMUM</u></p> <p><u>NUMBER OF</u></p> <p><u>INTERNAL</u></p> <p><u>PARTIES</u></p> <p><u>ATTENDING</u></p> <p><u>EXCEEDS</u></p> <p><u>THRESHOLD AS</u></p> <p><u>PER</u></p> <p><u>HANDBOOK</u></p>	<p><u>PRIOR</u></p> <p><u>APPROVAL by:</u></p> <p><u>with Dean or</u></p> <p><u>WITHOUT ALCOHOL</u></p> <p><u>Administrative</u></p>	<p><u>PRIOR</u></p> <p><u>APPROVAL</u></p> <p><u>by:</u></p>

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

	NO PRIOR APPROVAL NEEDED	PRIOR APPROVAL by:	PRIOR APPROVAL by:
<p><i>Events such as:</i></p> <ul style="list-style-type: none"> • Entertainment • Fundraising • Public Relations • Networking • External <u>Business Meals</u> • <u>Recruitment Business Meals</u> • <u>Recruitment</u> 	<p>Normal approval process</p>	<p>Dean or Administrative Unit Head (see <u>Handbook Handbook</u> for included positions)</p>	<p>Senior Administration (see <u>Handbook Handbook</u> for included positions)</p>
<p>INTERNAL EVENTS</p>			

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

<p>CONDITIONS: →</p> <p>→</p>	<p>EVENT TOTAL COST UNDER EVENT TOTAL COST UNDER \$5,000 <u>AND NO ALCOHOL</u></p> <p><u>AND NO ALCOHOL</u></p>	<p>EVENT TOTAL COST UNDER EVENT TOTAL COST UNDER \$5,000 <u>AND ALCOHOL</u></p> <p><u>AND ALCOHOL</u></p>	<p>EVENT TOTAL COST OVER EVENT TOTAL COST OVER \$5,000, <u>WITH OR WITHOUT ALCOHOL</u></p> <p><u>WITH OR WITHOUT ALCOHOL</u></p>
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DRAFT

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

<p>Events such as:</p> <ul style="list-style-type: none"> • Banquets • Ceremonies • Internal Events such as: • For for / Principal Investigators / Staff appreciation recognition • Training (*) • Retreats <p>• (*) Formal training such as:</p> <p>Seminars</p> <p>Worksho</p>	<p>NO PRIOR APPROVAL NEEDED</p> <p>Normal approval process</p>	<p>PRIOR APPROVAL by:</p> <p>Dean or Administrative Unit Head (see <u>Handbook Handbook</u> for included positions)</p> <p>ALCOHOL MAY BE PERMITTED</p>	<p>PRIOR APPROVAL by:</p> <p>Senior Administration (see <u>Handbook Handbook</u> for included positions)</p> <p>ALCOHOL MAY BE PERMITTED</p>
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POLICY ON HOSPITALITY, MEETINGS AND EVENTS

<p>ps. <u>Trainings</u> Training Webinars</p>			
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Alcohol

~~16.18.~~ For the reimbursement of alcohol for Hospitality ~~events, sections 8 and 9~~Events, sections 8 and 9 above apply, and ~~the~~ prior approval must be obtained, where applicable. In addition, the grids above offer some clarification to determine when alcohol is an Allowable Expense for a Hospitality ~~event~~Event.

~~17.19.~~ Alcohol is allowable under certain circumstances except where prohibited by external or internal funding. -In all Hospitality ~~events~~Events where alcohol could be consumed (including events with more than the maximum number of internal people allowed as defined in the Handbook) prior approval must be obtained (as specified in

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~~sections 8 and 9~~sections 8 and 9 above). The use of alcohol must be in moderation and be served and consumed in a responsible manner in accordance with both this Policy and the *Policy on the Sale and Service of Alcohol on University Premises* ([VPS-3](#)).

Gifts

~~18.20.~~ 18.20. Gifts may be given to ~~faculty, principal investigators or staff~~Employees for special occasions or in sympathy. ~~The gift should be of modest value. See Handbook for More details.~~ may be found in the Handbook.

~~19.21.~~ 19.21. Gift certificates (gift cards) that are given to ~~faculty, principal investigators, staff~~Employees or students for any reason are considered to be “near cash” by the Canada Revenue Agency (CRA) and therefore are a taxable benefit to the ~~employee /~~ Employee/student if the value of such gift is higher than \$ 500.

~~20.22.~~ 20.22. Gift cards from the *Société des Alcools du Québec* (SAQ) are not allowed under this ~~policy~~Policy.

Ineligible Expenses

23. Ineligible expenses include but are not ~~restricted~~limited to:

21.

- 21. Social events and memberships deemed to be personal in nature (do not have a University purpose)
- 21. Non-business related or personal expenses
- 21. Meals included in other reimbursable items
- 21. Expenses related to a spouse */ partner* (where in attendance to an event / meal in this capacity) unless pre-authorized and deemed required for University business
- 21. Political fundraising events

*Companions may accompany a University member during a University related trip, ~~however.~~ However, all incremental costs are considered personal expenses and cannot be claimed as Allowable ~~Hospitality~~ Expenses. An exception to this will be made only

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if expenses for a companion are expressly permitted by a research grant or contract, ~~or~~
or one of the following circumstances apply:

22. —

- Single parent travelling with child
- Nursing mother/caregiver travelling with child

24. Special or particular circumstances may arise that warrant exceptions to the list of ineligible expenses. In these cases, the approver of the ~~expense report~~ Expense Report must give specific approval of such expenses and explain the University purpose of these expenses. In such case, the approver must be the member of the Senior Administration of the unit the ~~requester~~ Claimant reports to.

RELATED POLICIES

Travel and Conference Policy (CFO-3)

Policy on Petty Cash (CFO-8)

Procurement Policy (CFO-20)

Policy on the Sale and Service of Alcohol on University Premises (VPS-3)

Policy on Contract Review, Signing and Required Approvals (BD-1)

Policy on Food or Beverage Service on University Space (VPS-7)

Policy on the Temporary use of University Space (VPS-24)

Policy on Travel Outside of Quebec (VPS-53)

Policy Responsibility and Review

25. The overall responsibility for implementing and recommending amendments to this Policy shall rest with the Chief Financial Officer.

Approved by the Board of Governors on May 1, 2018, and amended on [insert date].

POLICY ON HOSPITALITY, MEETINGS AND EVENTS

DRAFT



REPORT TO THE BOARD OF GOVERNORS

GRAHAM CARR
PRESIDENT AND VICE-CHANCELLOR

APRIL 2022

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INTRODUCTION

I start with a big, historic Stingers Pride moment. Our **Stingers Women’s ice hockey team won gold** at the **U Sports national championship** in Charlottetown, P.E.I., beating the Nipissing Lakers 4-0. The Stingers defeated the Saskatchewan Huskies 2-0 in the semifinal to earn their place in the gold medal contest, after besting the UPEI Panthers 7-0 in the opening round of the nationals. Concordia entered nationals as the No. 1 seed, having also won the RSEQ women’s ice hockey championship, emerging victorious after sweeping a best-of-three against the McGill Martlets. This is the first Stingers gold medal win at nationals in 23 years. The team had won the first two championships in U Sports history in 1998 and 1999 and earned bronze medals in 2000 and 2018. Congratulations to head coach Julie Chu and to all the players, coaches and staff who achieved this incredible result!

On March 18th, we officially launched our **Applied AI Institute**. We also announced the appointment of the institute’s co-directors: **Tristan Glatard** (Department of Computer Science and Software Engineering) and **Fenwick McKelvey** (Department of Communication Studies). The interdisciplinary institute’s work will be built around collaboration, innovation, training, and partnerships and will connect researchers on important challenges in fields that include climate change, health care and cybersecurity. The institute will partner with industry and governments to solve real problems and have as a main priority the fostering of a diverse, inclusive environment. We were joined for the launch event by Éric Caire, Ministre de la Cybersecrité et du Numérique and the Deputy Minister, Pierre Rodrigue.

We’ve announced that for **summer 2022**, courses will continue on campus and that most activities that took place in person before the pandemic will resume. This includes conferences, lectures, social activities, athletic training and matches, open houses, and live performances. Concordia has also announced that convocation ceremonies will resume in person this summer for the 2022 graduating class – and we’ll be sharing details with 2020 and 2021 graduates in the near future.

TEACHING, RESEARCH, INNOVATION

Two Concordia students were among the top 10 contestants in the fourth annual **Délie ta langue!** francophone public-speaking competition organized by Université de Montréal. Third-year undergraduates **Astrid Aguy** and **Jonathan Dessalines** took part in the finals on March 28th. Concordia is Quebec’s first anglophone university to participate in this inter-university contest, which is financially supported by the Office québécois de la langue française.

Concordia journalism student **Esteban Cuevas** was awarded the **2022 Joan Donaldson CBC News Scholarship**. He is one of 12 students from across Canada to be awarded this year’s prestigious scholarship from the national public broadcaster. Recipients are given the

opportunity to complete a four-month paid internship in Toronto within CBC News and Centres in all areas of multi-platform news, including digital, radio and television.

Concordia was granted **accreditation** as an **observer to the governing body of the United Nations Environment Assembly** of the United Nations Environment Programme. Going forward, Concordia will receive invitations as an observer to all public meetings and sessions of the United Nations Environment Assembly.

Adrian Tsang (Department of Biology and Director of the Centre for Structural and Functional Genomics) was awarded a second round of funding from **Genome Canada and Genome Quebec** under the **Genomic Applications Partnership Program (GAPP)** to continue research into the development and commercialization of lysozyme formulations. Co-sponsored by Elanco Animal Health, the newly funded project entitled “Production and engineering of market-ready lysozymes for food animals” will use genome-editing technology to produce feed pellets that will improve gut health and productivity in food animals. The use of lysozymes in animal feed will improve feed conversion and is expected to save Canadian livestock producers over \$300 million in feed costs. It will also reduce antibiotic usage in food animals that could lower the emergence of antibiotic-resistance bacteria and therefore lower the risk of transmission to humans. The three-year project is valued at **\$6.1 million**.

Chedly Belkhodja (School of Community and Public Affairs) co-director of the Quebec English-Speaking Communities Research Network (QUESCREN) secured a third contribution from the **Secrétariat aux relations avec les Québécois d’expression anglaise (SRQEA)** in support of QUESCREN and their community partners. This investment will continue to further QUESCREN’s mission to promote the understanding and vitality of Quebec’s English-language minority communities through research, training, knowledge mobilization, networking and outreach. **This year’s contribution from SRQEA is \$500,000.**

Hassan Rivaz (Department of Electrical and Computer Engineering) will be collaborating with **THINK Surgical Inc.** on a project co-funded by **NSERC** and **MEDTEQ** entitled “Development of novel machine learning algorithms for registration of point clouds and tracking surgical tools.” The project aims to develop novel technologies that enable more accurate and reliable localization and registration in total knee arthroplasty, potentially improving the outcome of the knee surgery by improving the accuracy of the registration, and personalizing point selection strategy. This three-year project is valued at **\$349,088**.

Andreas Athienitis and **Hua Ge**, both from the Department of Building, Civil, and Environmental Engineering, have received a **\$150,000** FRQNT supplement through the **Programme de recherche Canada-Inuit Nunangat-Royaume-Uni dans l’Arctique (CINUK)**.

Two awards were received in the **SSHRC Aid to Scholarly Journals** competition. **Martin Lefebvre** (Mel Hoppenheim School of Cinema) received **\$74,250** for *Semiotic*

Inquiry/Recherches sémiotiques and **David Waddington** (Department of Education) received **\$61,995** for *Philosophical Inquiry in Education*.

Vincent Martin (Department of Applied Synthetic Biology Research Chair) was an FRQNT-featured researcher in *Nouvelles capsules des Fonds de recherche du Québec* for his research team's work on developing new analgesic molecules similar to morphine, codeine or oxycodone without the side effects of those opioids.

Concordia's **Office of Community Engagement** has teamed up with the **McCord Museum** in Montreal and the Indigenous-led digital initiative **UHU labos nomades** for a new education project with Indigenous youth. The **UMITEMIEU initiative** will focus on introducing digital photogrammetry — the extraction of 3D information from photographs — and creating virtual educational collections by and for five Indigenous communities in Quebec. Throughout the year, and as health measures permit, a team will travel to meet with young people in Wendake, Unamen Shipu, Manawan, Kuujjuarapik and Kangiqsualujjuaq to conduct a series of workshops. The core of the activity is the interaction that youth will have with both physical and virtual objects as they discover photogrammetry. At the end of the workshops, each school will own its unique collection.

Beginning in fall 2023, international business students at **Concordia will have the opportunity to pursue a double degree** — one from the John Molson School of Business and one from NEOMA Business School in France. Concordia formalized the new partnership with NEOMA on February 24th, further strengthening its relationship with one of John Molson's earliest bilateral partners for international student exchanges. A virtual signing ceremony took place to celebrate the agreement. International business students from both institutions will be able to graduate with two degrees after spending two years at each university — a Bachelor of Commerce from Concordia and a CESEM degree (Bachelor in International Business Development) from NEOMA.

Concordia is looking at its experiences during the pandemic to help articulate a vision for teaching and learning for the next five, 10 and 15 years. The **Future of Teaching and Learning working group** is leading a reflection on how to strengthen and invest in teaching and learning approaches, technologies and environments. The group is one of six that make up Future Concordia. Ongoing guided conversations with students and faculty took participants through a series of questions to gather rapid responses. Facilitators then collected the group's input through a visual collaboration tool to give participants the chance to upvote ideas to help prioritize feedback and insights. A draft report will be made available for community members to provide further comments and considerations. This phase of the project will run from the spring until the fall. The hope is to have a plan ready by June 2023.

4TH SPACE activities:

- 4TH SPACE hosted 10 events as part of the **Sustainability Across Disciplines conference** focused on Celebrating Indigenous Expertise in Sustainability. Conference organizers decided to host all events virtually, but some of the 300 audience members participated from 4TH SPACE.
- Some noteworthy upcoming hybrid events include the **Indigenous Directions Awards Competition** on research excellence, **Miywâcimo!**, the **President’s Task Force on Anti-Black Racism keynote address** post two-year mandate, and the **Lorenzetti Centre’s panel** on the future of women’s entrepreneurship and leadership.

On March 18th, **GradProSkills** and 4TH **SPACE** hosted the 11th edition of the **Concordia Three Minute Thesis (3MT)** and **Ma thèse en 180 secondes (MT180)** competition with its largest audience to date. The blended event was a great success: 21 graduate students presented in person at 4TH SPACE in front of their peers and the judges, while over 300 people attended the event online on Zoom. Concordia PhD winner, **Maxine Iannuccilli**, PhD Psychology, will represent Concordia at the Northeastern Association of Graduate Schools (NAGS) 3MT virtual competition on Wednesday, April 28th, and the 3MT Eastern Canada Regional Competition in mid-June. MT180 winner, **Louis Lazure**, PhD Biology, will represent Concordia at *Ma Thèse en 180 secondes* at the 89th Congress of the ACFAS on Wednesday, May 11th.

A revised **Public Scholars recruitment and training model**, launched in January, gained significant interest from PhD students across the university. The new eight-week Strategic Public Communications Training, required to qualify for the Public Scholars program, enrolled over 150 students. Of these, 80 successfully completed the program and have been invited to apply for one of ten spots as a 2022/23 Concordia Public Scholar.

Rafik Naccache (Department of Chemistry and Biochemistry) has received the **Samuel de Champlain Award**, granted by the government of France for his project: *Cellules solaires hybrides non toxiques de type « Quantum dots » : Contrôle du taux de recombinaison et de la multiplication des porteurs par l'introduction d'une couche mésogène colonnaire étendue à base de noyau de triphénylène*. This award, valued at \$30,000, will allow Rafik to conduct collaborative research with partners at Université du Littoral Côte d'Opale (ULCO), France, École d'Ingénieurs du Littoral-Côte-d'Opale (EILCO), France, and the Institut national de la recherche scientifique (INRS), Canada.

Angélica Soleiman Lopez and **Joaquín Monje Barón** from TAI Madrid will be visiting Concordia as part of our **Erasmus+** agreement with TAI Madrid. The general objective of this mobility is to connect with the professors in the Faculty of Fine Arts, exchange pedagogical methodologies, and promote cooperation between the two institutions.

Concordia’s **Equity Office** has launched a **census** to collect demographic data to examine underrepresentation and address institutional barriers that may prevent students from fully participating in university life. The data collected in the census will be used to design

and deliver more inclusive, diversified and effective services, programming and experiences to the student community.

Activities at MILIEUX:

- **Hannah Appel**, assistant professor of anthropology at UCLA, delivered the final talk in Speculative Life's **Financializing Infrastructures Winter Speaker Series** on March 18th with her presentation, *From Debtors' Prisons to Debtors' Unions*. A founding member and organizer of The Debt Collective (an organization that works to build debtors unions through an emancipatory activation of household debt under finance capitalism), Hannah's research, writing, and activism focus on the daily life of capitalism, the private sector in Africa, and the relationship between finance, debt, and collective action in the United States.
- Hexagram's second round of public programming around the annual theme of EMERGENCE/Y — which began on March 17th with a private event involving Milieux director **Bart Simon** — features an assortment of presentations, workshops, performances and more from March 18th all the way until June 29th. These exciting weeks include **Chris Salter's** book launch at Anteism, a presentation by **Alice Jarry** at the Planetarium Rio Tinto Alcan and a workshop on creating inclusive research-creation projects led by **Rilla Khaled**.

UNIVERSITY ADVANCEMENT

Advancement celebrated **Black History Month** in February with a series of videos — featuring alumni, staff and students — that generated more than **60,000 views** across all social media platforms.

J. Sebastian van Berkom, BComm 69, LLD 17, gave **\$1,180,000** to further support the Van Berkom John Molson Small-Cap Case Competition and provide scholarships for finance students enrolled in the Van Berkom Investment Management Program.

A gift of **\$200,000** from the **Grace Dart Foundation** will support two projects at the Centre for Research on Aging (engAGE): a music therapy study for older adults and research on the effects of the pandemic on people at risk for dementia.

The **Fondation Lino and Mirella Saputo** gave **\$100,000** to support an annual graduate award for MBA students at the John Molson School of Business. The gift was made in honour of **Lino Saputo Jr.**, BA 89, co-chair of the Campaign for Concordia, who was named Outstanding Philanthropist of 2021 by the Quebec chapter of the Association of Fundraising Professionals (AFP).

Warner Media Group gave **\$60,000** to support workshops offered through the Initiative for Indigenous Futures (IIF) that encourage Indigenous youth to use digital tools to tell their stories.

Marilyn Takefman, BA 74, gave **\$50,000** to assist female students through the Jean Schwartz Takefman Scholarship for Graduate Students.

The **John Molson Accounting Society** gave **\$37,500** to support bursaries for students in the Department of Accountancy.

A gift of **\$35,000** from **Dimitris Ilias**, BFA 92, GrDip 99, will support scholarships for students in the Music Composition or Music Performance programs. A significant bequest will supplement the endowment.

The **Soliman Corporation** — led by **Jeffrey Soliman**, BComm 08 — gave **\$25,000** to establish scholarships for two female students enrolled in the Real Estate minor program.

Alumni engagement

February saw the return of Concordia’s “Future Of” series. Attended by 215 guests, the talk featured **Daniel Lamarre**, executive vice-chairman of the board of Cirque du Soleil, in conversation with **Louis Patrick Leroux**, associate dean of the Faculty of Arts and Science.

The first of a two-part series on reimagining leadership was hosted by Alumni Career Services on February 16th. Led by **Lisa Mylocopos**, BComm 83, BA 85, the workshop discussed the importance of psychological safety in leadership contexts and was attended by approximately 200 guests.

A joint event on February 22nd between the Concordia Black Alumni Network and the McGill Black Alumni Association outlined potential careers at Royal Bank of Canada.

Another career-focused event, held on February 23rd, saw a diverse panel of alumni entrepreneurs consider the question: “How do you turn an idea into a profitable business?”

SERVICES AND SUSTAINABILITY SECTOR

As a result of concerns raised by Russia’s invasion of Ukraine, additional measures have been put in place to address escalated **cybersecurity risks**.

The acquisition of a platform to meet and maintain the Quebec Government’s current and future **accessibility requirements** on all Concordia web sites has been approved.

Security has launched an online **de-escalation and intervention training**. So far, 117 agents have been trained. This is in addition to the anti-bias training that the Department reported

on in the last period.

The University has gradually relaxed some of the **COVID-19 related health guidelines** over time and in line with Public Health directives. As of April 1st, external clients will be allowed to organize events on campus and space capacity should be restored to full capacity. Should the government allow for further relaxations, Concordia will assess and apply accordingly.

Student residence applications for the 2022-2023 academic year were opened on March 15th. In the first week of the launch, 300 applications were received.