Minutes of the 596th Meeting of the
Board of Governors

Tuesday, April 26th, 2016 at 4:00 p.m.
Room 2440R River Building, Carleton University

PRESENT:
Dr. C. Carruthers  Dr. R. O’Reilly Runte  Ms. C. Switzer
Dr. F. Afagh  Ms. C. Gold (phone)  Mr. A. Ullett
Mr. F. Alhattab  Dr. R. Gorelick  Ms. L. Watson
Ms. D. Armstrong (phone)  Mr. E. Greenspon (phone)  Mr. B. Wener
Mr. R. Burgess  Mr. B. Hobin  Dr. S. Whitney
Mr. D. Craig  Mr. R. Jackson
Ms. L. A. Daly  Mr. O. Javanpour
Mr. J. Durrell  Dr. P. Merchant
Mr. K. Evans  Mr. N. Nanos (phone)
Ms. J. Gilbert  Dr. B. Örmeci

REGRETS:
Mr. M. El Koussy  Ms. L. Levonian  Ms. R. Thompson
Mr. A. Tattersfield, Chair  Mr. D. Andrews  Ms. G. Courtland
Mr. M. Wernick

STAFF:
Ms. J. Caldwell  Ms. S. Blanchard  Mr. S. Levitt
Mr. D. Watt  Ms. J. Conley  Mr. T. Sullivan
Mr. D. Cumming  Mr. B. Winer

OPEN SESSION

1. CALL TO ORDER AND CHAIR’S REMARKS

The Vice-Chair, Dr. Carruthers, called the meeting to order at 4:00p.m. and welcomed all attendees, guests and observers. It was noted that the Chair of the Board was not able to attend the meeting and that the Vice-Chair would be chairing the meeting in his absence.

Dr. Carruthers congratulated Dr. Örmeci noting that she will be receiving the Engineering Ambassador Award at the Partners in Research National Awards on May 3rd.
2. DECLARATION OF CONFLICT OF INTEREST

The Vice-Chair asked for any declarations of conflict of interest from the members. There were none.

3. APPROVAL OF AGENDA

Mr. Durrell moved, and it was seconded by Ms. Daly, that the agenda be approved as presented. It was carried.

4. APPROVAL OF THE CONSENT AGENDA

The Vice-Chair indicated that the minutes of the 595th Open Consent Agenda will be removed from the Consent Agenda as he felt that they could contain further information than they presently do. A revised version of the minutes will be presented at the June meeting of the Board.

Mr. Javanpour moved, and it was seconded by Mr. Wener, that the Open Consent agenda be approved as presented, minus the minutes of the 595th Open meeting. It was carried.

5. ITEM(S) FOR DELIBERATION

5.1 Approval of Bylaws, Part II – Appendices A and B

Mr. Evans moved to approve the following special resolution of the Board of Governors, and it was seconded by Ms. Daly:

WHEREAS the new General Operating Bylaw was adopted by special resolution at the March 21st, 2016, 595th meeting of the Board of Governors; and

WHEREAS it is considered in the best interest of the Corporation to adopt Appendices A and B to the General Operating By-law of the Corporation; and

On motion duly made, seconded and carried it is RESOLVED THAT:

1. Effective July 1, 2016 Appendices A and B of the General Operating By-law of the Corporation submitted to this meeting and annexed to this resolution is hereby approved and adopted.

2. Any one of the officers and directors of the Corporation is authorized to take all such actions and execute and deliver all such documentation, which are necessary or desirable for the implementation of this resolution.
Following the motion, Mr. Evans informed the Board that Appendix A (Board and Committee Meetings – Open and Closed Sessions) and Appendix B (Rules of Procedures at Meetings) are not bylaws in and of themselves but are considered stand-alone policy documents which have been recommended by the Governance Committee to be included with General Operating Bylaw No. 1 which was passed in March 2016.

He continued to note the Appendix A is a current policy that was already in place and other than a minor wording change in the first line, is identical to a version already approved by the Board. Appendix B is a new document which is intended to be a guideline for the rules of procedures that are traditionally referenced and applied at Carleton Board meetings. After further clarification regarding the use and intent of Appendix B, three minor grammatical changes were noted and will be corrected.

The Vice-Chair called for a vote on the motion for the special resolution and it was carried.

5.2 Approval of 2016/17 Operating Budget

In response to several requests since the March 21st meeting of the Board, Mr. Watt spoke to a handout provided in hard copy which further addressed how Carleton tuition increases are determined. He welcomed suggestions from some of the members for better ways to present the financial statements.

Mr. Watt presented the 2016/17 Operating Budget. A comprehensive Budget document with notes was provided in advance of the meeting and was referred to during the presentation.

Mr. Wener moved, and it was seconded by Mr. Javanpour, to approve the 2016/17 Operating Budget as presented. The motion carried.

5.3 Approval of 2016/17 Student Fees

Mr. Watt made a brief presentation, summarizing the details that were provided in the Working Paper which was provided in advance.

Mr. Wener moved, and it was seconded by Mr. Alhattab, that the proposed changes to Student Association Fees for 2016/17 be approved for implementation on September 1, 2016. The motion carried.
5.4 Approval of Revisions to Advancement Policies

President Runte informed the Board that while the Philanthropic and Commemorative Naming Policies are already in effect, the recommendation before the Board at this time was to approve a proposed amendment to reflect that the Senior Management Committee has the authority to approve a Naming with a value of up to $1,000,000. Anything above this amount will be brought to the Board.

Mr. Javanpour moved, and it was seconded by Dr. Merchant, to approve the amendment to both the Philanthropic and Commemorative Naming Policies, as presented.

A request was made that for future changes to be made to policies that the Board be presented with a version that shows track changes.

The vote was called for the motion on the table and it was carried.

6. ITEM(S) FOR INFORMATION

6.1 Chair’s Report

There was no report.

6.2 President’s Report

The President provided a brief report on the following:

- Congratulations to Ms. Conley as she was recently named as the Association of Fundraising Professionals (AFP) Outstanding Fundraising Executive of the Year Award for 2016. In addition, and also from Ms. Conley’s team, Mr. Savenkoff was named as one of the Top 40 Under 40 business professionals in the Ottawa area.
- Mr. Watt will be receiving an award from CAUBO for distinguished service to Carleton University and the university community-at-large.
- Two faculty from Carleton were finalists for three major book awards.
- Dr. Rajapakse, with the help of his team, completed the submission of the Aerospace Grant.
- Dr. Ricketts received additional funding from the province for distance learning.
- The Governor General has confirmed his attendance at one of the convocation ceremonies.
- A recent trip to Hong Kong and Indonesia included the receipt of considerable gifts for student scholarships and awards including a number of graduate fellowships.
Mr. Cumming spoke briefly to the activities of the Department of University Communications, which were listed on the handout provided in advance.

Due to time constraints, Ms. Blanchard referred the Board to her report which was provided in advance.

6.3 Committee Chair Reports

Finance Committee – Ms. Armstrong indicated that significant business of the committee had already been presented in earlier discussions of this meeting.

Building Program – Mr. Hobin indicated that the committee will be making a presentation to the Board in June on the results of the Campus Master Plan. He also noted that good progress on the Health Science Building is being made. In addition, a committee has been struck with representatives from the Building Program, Administration and the Sprott School to conduct interviews with the short list of candidates for the Architectural Design Consultants for the Business School building project.

7. OTHER BUSINESS

There was none.

8. QUESTION PERIOD

There were no questions.

A motion to adjourn the Open Session of the meeting was made at 5:40pm. The Vice-Chair thanked all guests who attended the Open Session and asked them to leave so that the Closed Session of the meeting could begin.