Minutes of the 572nd Meeting of the
Board of Governors

Monday, April 30th, 2012 at 4:00 p.m.
Senate Boardroom, Robertson Hall

PRESENT:
Ms. G. Samson-Verreault, Chair
Ms. M. J. Binks
Ms. L. A. Daly
Mr. A. Golovko
Mr. R. Jackson
Prof. A. Mingarelli
Mr. A. Tattersfield
Mr. B. Wolfenden

Dr. R. O’Reilly Runte
Mr. G. Buss
Mr. B. Dickie
Dr. L. Heslop
Mr. O. Javanpour
Prof. N. Rowe
Mr. B. Tippins

Ms. D. Armstrong
Dr. C. Carruthers
Dr. C. Freedman
Mr. G. Hyder
Mr. A. Miller
Mr. J. Shore
Mr. A. Vered

STAFF:
Ms. A. Bauer
Ms. S. Blanchard
Ms. J. Bray
Mr. I. Calvert
Ms. B. Gorham
Mr. E. Kane
Dr. P. Ricketts
Ms. B. Springer
Mr. D. Watt

Mr. D. Boyce
Mr. P. Chesser
Dr. K. Matheson
Mr. T. Sullivan

REGRETS:
Ms. S. Bharadia
Mr. E. Greenspon
Mr. G. Parry
Mr. M. Robinson
Mr. M. Wernick
Prof. C. Worswick

Mr. B. Hobin
Mr. J. Ruddy

OPEN SESSION

1. CALL TO ORDER AND CHAIR’S REMARKS

The meeting was called to order at 4:02 p.m.

QUESTION PERIOD

No questions were submitted.
2. APPROVAL OF AGENDA

It was moved by Mr. Tattersfield and seconded by Dr. Carruthers that the agenda be approved. The motion carried.

3. CONSENT AGENDA

The Consent Agenda was circulated with the meeting documentation. It was moved by Mr. Dickie and seconded by Ms. Daly that the Consent Agenda be approved, as presented. The motion carried.

4. PRESIDENT’S REPORT

The President provided a report on the following:

Important events:
- The Dominican College affiliation has been approved by the Ontario Ministry of Training, Colleges and Universities.
- The Confucius Institute opened with major visits of dignitaries from China and included approval of a major agreement for digital cultural production which will involve 70 researchers and two years of work.

Celebrations:
- The Carleton Ravens won the national basketball championships.
- Chancellor Chi was feted in California by Cassie Doyle (a Carleton graduate) and he also visited the University and worked with Entrepreneurship students.
- Eric Sprott visited and organized a panel discussion.
- Aung San Suu Kyi gave her first speech in Canada since her liberation from house arrest.
- Dr. Abreu received an honorary degree and Carleton music students, the Brazilian quartet, performed at the NAC.
- The Governor General opened volunteer week with a conference at Carleton.
- Steve Huddart spoke on volunteering and social engagement.

Celebrating gifts:
- The Travers Fellowship was awarded and fully funded.
- New laboratories were opened in the Canal Building including labs for Huawei, Telus and RIM.
- S. Bata has matched a potential chair proposal sent to NSERC.
- The Bled’s generously donated $500,000 to African Studies.

Provincial Mandate:
- The Task Force under the Provost and chaired by Katherine Graham recommends emphasis on student-centered learning, use of technology, continued emphasis on research and its links to teaching, emphasis on Carleton’s capital advantage,
entrepreneurship and social entrepreneurship, interdisciplinary, internationalism, quality assurance and assessment.

**Human Resources:**
- Dean Rafik Goubran was renewed for a 2\textsuperscript{nd} five-year term.
- Human Resources initiated a stepped bargaining approach.
- A search committee has been established to find a new director for the Department of Communications.

**Research:**
- Carleton faculty members have achieved significant success with new, more lucrative SSHRC grants that are based on community partnerships, improving both the percentage and success rate.
- NSERC grants have not increased but several major CFI awards were successful.
- Carleton has been awarded five prestigious Banting postdoctoral fellow awards.
- The India Center application was not approved to proceed. Work with the Centre, its board and our network partners will continue and double its scope and level of activity.

**Hot discussion topics:**
- The Ministry of Training, Colleges and Universities has brought up three subjects for discussion entitled “Three-Cubed Discussion”: third semester, three-year degree and understanding of teaching commitments.

5. **CHAIR’S REPORT**

The Chair informed the Board that she and the Vice-Chair attended the annual conference of the Canadian University Boards Association (CUBA) held in late April in St. John’s, Newfoundland. The conference theme was “Leadership on the Edge”.

She will be attending Convocation ceremonies in early June and encouraged Governors to do so as well.

6. **ITEMS FOR ACTION**

6.1 **Election of Board Member**

The Chair of the Nominating Committee informed the Board that there was a vacancy in the community-at-large constituency to fill the remaining portion of Mr. Chhatbar’s term. Nominating Committee met and has unanimously recommended that Mr. Oliver Javanpour be elected to complete this term. His biography was circulated.

It was moved by Mr. Shore and seconded by Ms. Binks, that pursuant to the relevant bylaws, Mr. Javanpour be elected to fill the remaining portion of Mr. Chhatbar’s term ending on June 30\textsuperscript{th}, 2014. The motion carried.
6.2 Terms of Reference for the Audit and Finance Committee

The Chair of the Audit and Finance Committee explained that at the Board meeting in November, there was some discussion about having internal members on Audit but with no voting privileges. It was referred back to Committee for further deliberation and agreement. Executive Committee has considered the matter and recommended that only external members be entitled to vote.

It was moved by Mr. Tattersfield and seconded by Dr. Carruthers that the terms of reference for both the Audit and Finance committees be approved, as presented. The motion carried.

6.3 Amendment to the Academic Governance of the University (AGU)

The President informed members that Senate has recommended amendments to the Academic Governance of the University, a joint document of Senate and the Board. The first amendment relates to Article 13.5 of Appendix B as follows:

“The record of a vote in the minutes is one of: Passed unanimously, passed on division, and defeated. In particular, the fact that a Senator chooses not to vote is not normally recorded. However, a Senator may request (at the time of voting) that his/her abstention be recorded in the minutes.”

It was moved by Dr. Runte and seconded by Mr. Jackson that the proposed amendment to Article 13.5 of Appendix B of the Academic Governance of the University be approved, as presented. The motion carried.

The second amendment proposed by Senate is to Article 12.2.1 on Membership, to include CASG Faculty Coordinators to participate in Department Board meetings.

It was moved by Ms. Armstrong and seconded by Dr. Runte that the proposed amendment to Article 12.2.1 Membership of the Academic Governance of the University include that Carleton Academic Student Government Faculty Coordinators be allowed to participate in Department Board meetings that fall under their faculty if the appropriate Department Representative is unavailable. The motion carried.

6.4 Name Change for the Department of Law

Senate has recommended that the name of the Department of Law be changed to the Department of Law and Legal Studies. It was noted that the change was considered at faculty board where it was approved unanimously.
It was moved by Mr. Tippins and seconded by Mr. Shore that the name of the Department of Law be changed to the Department of Law and Legal Studies. The motion carried.

6.5 Student Association Fees for 2012-2013

The Vice-President (Finance and Administration) explained that student associations charge fees for their activities and these charges are reviewed annually. In reviewing the proposed fees and rates for 2012-2013, he noted that the majority of fees presented are all existing fees which either remain unchanged or have been increased subsequent to a student referendum or by cost formula. There was some discussion related to the percentage of the student body that vote in referendums. It was explained that the entire student body is informed of upcoming referendums and the nature of proposed changes. There is no percentage of voters required in order to validate the results of a referendum. There was some concern expressed on the referendum to increase the current U-Pass fee because of the low voter turnout. It was noted that everything was done to ensure students were aware and encouraged to participate.

It was moved by Prof. Rowe and seconded by Mr. Wolfenden that the proposed changes to the Student Association Fees for 2012-2013 be approved for implementation on September 1st, 2012. The motion carried with one opposed.

6.6 Approval of the Ancillary Budget for 2012-2013

Governors received a working paper and proposed budget for the Ancillary Units for 2012-2013. The ancillaries consist of Athletics, Bookstore, Health and Counseling Services, Housing and Conference Services, Graphic Services, Parking and University Centre. Their mandate is to break even in terms of generating sufficient revenues to fund the cost of providing service. It was noted that the proposed budgets show the ancillary units will be in overall surplus or breakeven position at the end of 2012-2013.

It was moved by Dr. Freedman and seconded by Ms. Binks that the 2012-2013 Ancillary Budget be approved, as presented. The motion carried.

6.7 2012-2013 Operating Budget

The Vice-President (Finance and Administration) presented the 2012-2013 Operating Budget. Members were informed that the budget shows a $1.0 million reduction in the accumulated deficit. He reviewed the highlights of the March 27th, 2012 Provincial Budget:

- One year tuition fee framework – overall increase for domestic students of 5% and 10% set aside for student support
- Compensation freeze continues for President, Vice-Presidents and Deans
• Ontario Tuition Grant continues with indexation to tuition - $1,680 for eligible students in 2012-2013
• Grant reduction of $750 for new non-PhD international students starting in 2013-2014
• Grant for payment of municipal taxes reduced to remove non-PhD international students from FTE calculation starting in 2013-2014
• Ontario Trust for Student Support Program terminated

2012-2018 Planning Assumptions

Revenue
• Retention at average of past three years
• Overall, tuition fees will increase 4.75% per year from 2012-2013 to 2014-2015, then 3% thereafter
• Maintain first-year enrolment for 2012-2013, then very modest increases
• Discounted government funding to university sector for undergraduate growth after 2011-2012

Expenditure
• Annual reduction in expenditures of $1.8m
• Extraordinary pension payments (started in 2010-2011)
• Annual base fund of $1m for mission critical initiatives
• Enrolment-Linked Budget Allocation model in place that provides 40% of net new income from undergraduate growth to faculties

The budget allocations will be reduced by $1.8 million (0.9%) including:
• Positions to be eliminated
• Operating expenditures (travel, printing, equipment and office supplies)
• More than offset in four of five teaching faculties by funds from Enrolment-Linked Budget Allocation.

The major priorities for the 2012-2013 Budget include:
• Achieving enrolment growth – undergraduate and graduate – and improving the student experience and retention
• Increasing our capacity to stimulate and to respond to enrolment growth
• Identifying and developing opportunities for revenue generation
• Ensuring Carleton’s commitment to excellence is reflected in our reputation
• Differentiating Carleton, consistent with the expectations of the provincial government

It was moved by Mr. Tattersfield and seconded by Dr. Freedman that the 2012-2013 Operating Budget be approved, as presented. The motion carried with one opposed and three abstentions (one member declared a conflict of interest).
7. ITEMS FOR INFORMATION

There were no items for information.

8. OTHER BUSINESS

There being no further business, the Open Session was concluded at 6:10 p.m.