



The UNIVERSITY of WESTERN ONTARIO

MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS

September 25, 2003

The meeting was held at 3:00 p.m. in Room 330, Stevenson-Lawson Building.

PRESENT: Dr. R.G. Colcleugh, Chair
Ms. J.K. Van Fleet, Secretary

Mr. S. Adams
Ms. H. Connell
Dr. P. Davenport
Ms. G. Dybenko
Mr. T. Garrard
Ms. S. Grindrod
Ms. R. Ivey
Dr. F. Longstaffe
Mr. B. Lynch
Mr. D. McDougall
Mr. R. McFeetors

Dr. G. Moran
Dr. J. Nash
Dr. P. Neary
Ms. M. Noble
Ms. J. O'Brien
Mr. L. Ste. Marie
Mr. E. Stewart
Mr. H. Vander Laan
Dr. A. Weedon
Mr. R. Yamada

By Invitation: S. Farnell, S. Finlayson, L. Koza, D. Riddell, C. Scott

BG.03-126 **REPORT OF THE PRESIDENT**

The President reported on the start of the 2003-04 school year, Homecoming and Western's 125th Anniversary, the Electoral Board for Chancellor, Fall Convocation 2003, and a summary of activities during the months of July, August and September. Slides used to highlight his presentation are attached as [Appendix 1](#).

BG.03-127 **UNANIMOUS CONSENT AGENDA** [Appendix II]

It was moved by B. Lynch, seconded by S. Adams,

That the items listed in the Unanimous Consent Motion, detailed in Appendix II, be approved and/or received for information by the Board of Governors by unanimous consent.

CARRIED

REPORT OF THE PROPERTY & FINANCE COMMITTEE [Appendix III]

BG.03-128 **Revised Statement on Investment Objectives, Policies and Governance**

It was moved by B. Lynch, seconded by S. Adams,

That the Board of Governors approve the revised Statement of Investment Objectives, Policies and Governance (Appendix III, Annex 1), as recommended by the Investment Committee and edited at the request of the Board.

CARRIED by unanimous consent.

BG.03-129 **Revised Endowment Payout Rates and Amendments to the Investment Payout Policy**

It was moved by G. Dybenko, seconded by M. Noble,

That the annual allocation rate for spending for endowments be reduced from 5.0% to 4.5% and that the annual administrative fee for endowments be reduced from 1.0% to 0.5%, effective May 1, 2004,

and

That Policy 2.11 - Investment Payout Policy - be revised as shown in Appendix III, Annex 2.

CARRIED

BG.03-130 **Planned 2003-04 Quality Assurance Fund Expenditures**

The report on Planned 2003-04 Quality Assurance Fund Expenditures, detailed in Appendix III, Annex 3, was received for information.

Mr. Ste. Marie asked to what degree is the University able to achieve the objective identified in the Strategic Plan of reducing the student/staff and student/faculty ratios. Dr. Moran stated that the Quality Assurance Fund is new and consequently the impact will not be known for some time. The longer term impact will result from the allocation of the Quality Assurance Funds over the next two to three years during the planning process. He cautioned that continuation of funding is dependent upon factors beyond the University's control, including decisions made by the provincial and federal governments.

BG.03-131 **Quarterly Financial Report (Operating and Ancillary Budgets)**

The Quarterly Financial Report (Operating and Ancillary Budgets), detailed in Appendix III, Annex 4, was received for information by unanimous consent.

BG.03-132 **Report of the Investment Committee**

The Report of the Investment Committee, detailed in Appendix III, Annex 5, was received for information by unanimous consent.

BG.03-133 **Report on Environmental and/or Safety Incidents**

BG.03-133a **Power Outage - August 14, 2003**

Ms. J. O'Brien, Acting Vice-President (Administration), provided a brief report on the mid-August power outage:

- The University closed Friday, Saturday and Sunday (August 15-16) following the power outage.
- Western met its goal of operating at 50 per cent energy consumption levels on the main hydro feeders, as requested by Ontario Premier Ernie Eves.
- Twelve of 75 buildings were fully operational at any given time, 2 of 12 chillers used to keep buildings cool were operational, and 2 of 6 libraries were open.
- Exams and conferences were moved into different buildings to help reduce power levels, and some staff members in buildings without cooling were sent home.

BG.03-133b **Engineering Building**

During the power blackout on August 15, 2003, a researcher from Engineering reported that she had concerns about the release of fumes from 20 - 30 litres of Hexane stored in a "glove box hood" in her lab, because it had not been cooled since the start of the outage on August 14. She was in the process of dealing with the issue with some graduate students. The UWO Emergency Response and Hazardous Material Team members were dispatched. The lab was evacuated and London Fire Department called. The lab was vented and chemicals were stored in a flammable liquid storage cabinet. Safety procedures related to the use of large volumes of this type of chemicals will be reinforced and usage in the specific lab has ceased.

BG.03-134 **Computer Viruses on Campus**

Dr. Moran reported that Western experienced an increase in computer viruses in late August and early September with the influx of students, faculty and staff returning to campus and in many cases bringing with them the virus on their computers and laptops. He commended Information Technology Services (ITS) personnel for their time and efforts in addressing the problems. ITS scanned for and blocked all ports, computers and laptops infected and contacted the owner or technical support person in the area to help clean, upgrade and protect the systems before allowing them back on the network.

BG.03-135 **Scholarships, Awards, Prizes**

The report on Scholarship, Awards, Prizes detailed in Appendix III, Annex 6, were received for information by unanimous consent.

REPORT OF THE AUDIT COMMITTEE [Appendix IV]

BG.0-136 **Audited Financial Statements: The University of Western Ontario**

On behalf of the Audit Committee, it was moved by S. Adams, seconded by M. Noble,

That the Board of Governors approve the audited financial statements for the University for the fiscal year ended April 30, 2003 (Appendix IV, Annex 1, Tab 1).

CARRIED

BG.03-137 **UWO Retirement Income Funds Program**

It was moved by S. Adams, seconded by B. Lynch,

That the Board of Governors approve the draft audited financial statements for the UWO Retirement Income Funds Program for the fiscal year ended December 31, 2002 (Appendix IV, Annex 1, Tab 15).

CARRIED

BG.03-138 **Related Companies and Other Organizations**

The Board received for information the following financial statements for related companies and other organizations of The University of Western Ontario for the fiscal year ended April 30, 2003:

London Museum of Archaeology, as presented by the Museum's auditors, KPMG, and as approved by the Board of Directors of the Company on June 18, 2003.

Foundation Western, as presented by the Foundation's auditors, KPMG, approved by the Finance & Operations Committee on July 14, 2003 and as subject to approval by the Directors of Foundation Western on October 6, 2003.

The University of Western Ontario Foundation Inc. as presented by the Foundation's auditors, KPMG, and as subject to approval by the members of the UWO Foundation Inc. at their annual meeting in April 2004.

The University of Western Ontario Foundation for the fiscal year ended March 31, 2003, as presented by the Company's auditors, KPMG, and as subject to approval by the Directors of the Company on September 9, 2003.

The University of Western Ontario Research and Development Park, as presented by the Company's auditors, KPMG, and as approved by the Directors of the Company on August 29, 2003.

Ivey Management Services, Richard Ivey School of Business Foundation, and Richard Ivey School of Business (Asia) Limited, as presented by the Ivey Management Service's auditors, Pricewaterhouse Coopers, and as subject to approval by the Board of Directors on September 12, 2003.

The Siebens-Drake Research Institute, as presented by the Institute's auditors, KPMG, and as approved by the Institute's Board of Directors on August 28, 2003.

The Pension Fund for Members of the Academic and Administrative Staff – for the fiscal year ended December 31, 2002, as presented by the Pension Funds auditors, Ernst and Young, and as approved by the Academic Pension Board on June 26, 2003, and the Administrative Pension Board on June 17, 2003.

BG.03-139 **Equity Services - Annual Report (May 1, 2002 - April 30, 2003)**

The Equity Services Annual Report (May 1, 2002 - April 30, 2003), detailed in Appendix IV, Annex 3, was received for information by unanimous consent.

REPORT OF THE CAMPUS & COMMUNITY AFFAIRS COMMITTEE [Appendix V]

BG.03-140 **Revisions to Policy 1.12 - Advertising and Commercial Activity**

It was moved by B. Lynch, seconded by S. Adams,

That the Board of Governors approve the revisions to Policy 1.12 - Advertising and Commercial Activity detailed in Appendix V, Annex 1.

CARRIED by unanimous consent

BG.03-141 **Non-Discrimination/Harassment Policy**

The Chair of CCAC withdrew the Non-Discrimination/Harassment Policy from the Board's consideration pending further review by the Senate Committee on University Planning as a result of the debate at the September 19, 2003, Senate meeting.

Dr. Davenport reported that Senate asked that consideration of the Non-Discrimination/Harassment Policy be postponed until Western can develop a policy on academic freedom that applies to students and visiting professors, or that the proposed policy on Non-Discrimination/Harassment be amended by adding: "Nothing in this policy should be construed as undermining in any way this University's commitment to the principles of academic freedom and/or the legitimate and lawful exercise of rights guaranteed to members of the University community by academic freedom."

BG.03-142 **Revisions to the Code of Student Conduct**

The Chair of CCAC withdrew the Revisions to the Code of Student Conduct from the Board's consideration pending approval of the Non-Discrimination/Harassment Policy.

BG.03-143 **2004 Schedule of CCAC Meetings**

The 2004 Schedule of CCAC meetings, detailed in Appendix V, page 4, was provided for information by unanimous consent.

REPORT OF THE SENIOR OPERATIONS COMMITTEE [Appendix VI]

BG.03-144 **Appointments**

The Senior Operations Committee reported recent appointments to the Foundation Western Board and to the Executive Committee to the Alcohol Policy Review Committee. The report was received by unanimous consent.

REPORT OF THE DEVELOPMENT AND FUNDRAISING COMMITTEE [Appendix VII]

BG.03-145 **Annual Report on Fundraising 2002-03**

The Board received for information the Annual Report on Fundraising 2002-03, detailed in Appendix VII.

REPORT OF THE ACADEMIC PENSION BOARD [Appendix VIII]

BG.03-146 **Pension Improvements for Retirees under the Academic Staff Pension Plan**

It was moved by B. Lynch, seconded by S. Adams,

That the Board of Governors authorize an *ad hoc* improvement, effective January 1, 2003, to all retirees under the Academic Staff Pension Plan who retired on or before December 31, 1986, as Special Members of the Pension Plan, or to surviving spouses of these retirees, to be funded from the surplus funds in the Academic Staff Pension Plan. The schedule for the increases will be:

Maintain 70% Purchasing Power:

- For those who retired in 1985 or earlier, 2.6%
 - For those who retired in 1986, 1.6%
-
- The projected costs for these improvements total \$120,000.
 - The schedule of historical increases in pensions, by year of retirement, is attached as schedule 1.
 - The improvements are payable to approximately 125 individuals with an average age of 84.
 - The estimated total surplus in the academic pension plan as at January 1, 2003, is \$2.4 million.
 - The Academic Pension Board has approved the funding of these improvements by using the surplus funds in the Academic Staff Pension Plan.

CARRIED by unanimous consent

REPORT OF THE MCINTOSH GALLERY [Appendix IX]

BG.03-147 **Appointment of Members-at-Large to the McIntosh Gallery Committee**

It was moved by B. Lynch, seconded by S. Adams,

That the Board of Governors reappoint Marilyn Kertoy, Dalin Jameson, Ian Tripp and Dino Bidinosti as Members-at-Large of the McIntosh Gallery Committee for terms ending October 31, 2004.

CARRIED by unanimous consent.

BG.03-148 **McIntosh Gallery Committee Report Information Items**

By unanimous consent, the Board received the report of the McIntosh Gallery Committee (Appendix IX, which contained the following items of information:

- Size and Value of the University Art Collection
- McIntosh Estate
- Statement of Financial Transactions and Budget for 2003-04
- Report of the Director

ITEMS REFERRED BY SENATE [Appendix X]

[Revised pp 1-2 of the report "Items Referred by Senate" were distributed at the meeting]

BG.03-149 **Appointment Procedures for Senior Academic and Administrative Officers of the University: Associate Vice-President (Research & International Relations)**

It was moved by B. Lynch, seconded by S. Adams,

That Section R. Associate Vice-President (Research) of *Appointment Procedures for Senior Academic and Administrative Officers of the University* be amended by changing all references to this position to "Associate Vice-President (Research & International Relations)" as detailed in Appendix X.

CARRIED by unanimous consent

BG.03-150 **Information Items Referred by Senate**

The Items Referred by Senate contained the following items of information which were received by unanimous consent. Details are provided in Appendix X.

- Non-Discrimination/Harassment Policy *[See the Report of the Campus & Community Affairs Committee, Appendix V, for details and BG.03-141 above.]*
- Honorary Degree Recipients - Fall Convocation 2003
- Undergraduate Program Reform: Eligibility for Awards During the Transition Period (September 2004 to Autumn Convocation 2008)
- Academic Programs
- 2002 Annual Report of the University Council on Animal Care
- Administrative Appointments

BG.03-151 **SELECTED CLIPPINGS** [Appendix XI]

The Board was provided with selected media clippings about the President (Appendix XI).

BG.03-152 **ADJOURNMENT**

The meeting adjourned at 3:45 p.m.

R.G. Colcleugh
Chair

J.K. Van Fleet
Secretary

President's Report to the Board of Governors

- Start of the 2003-04 School Year
- Homecoming and Western's 125th
- Electoral Board for Chancellor
- Fall Convocation 2003

Dr. Paul Davenport

September 25, 2003

2003-04 School Year

- Total enrolment nearly 32,000
- 6,685 new first-year students
(4,875 Constituent, 1,810 Affiliates)
- 4,200 in UWO Residences
- OAC entering average
 - 2002: 84.1
 - 2003: 86.2 (preliminary)

Orientation 2003

- Joint planning: University and USC
- Academic focus
- Younger cohort of students
 - Centre for New Students
 - Student Development Centre
- Another successful Orientation for students and the University

Homecoming: Celebrating 125 Years

- Friday, September 19 – Sunday, September 21
- 10,000 alumni expected
- Campaign Western - \$278M
- Alumni Awards
- “Beyond the Dream” DVD
- Historical plaque unveilings at 3 campus sites:
St. John the Evangelist Church, Grosvenor Gate,
present “New Campus”
- Lectures and Open Houses on campus, Football
vs. Ottawa

Electoral Board for Chancellor

Senate

Paul Davenport (elected Chair), Ted Garrard, Ian Holloway, Madeline Lennon, Shiva Singh, Lori Williams

Board

Bob Colcleugh, Stephen Adams, Helen Connell, Don McDougall, John Nash, Les Ste. Marie

Nominations sought for Western's 19th Chancellor
Four year term, beginning July 1, 2004

Fall Convocation 2003

- October 23-24
- Honorary Degrees
 - Rt. Hon. Adrienne Clarkson, Governor General of Canada
 - Dr. John Grace, scientist and engineer
 - Dr. Emöke Szathmary, anthropologist and university administrator