



## *The* UNIVERSITY of WESTERN ONTARIO

### **MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS**

**January 27, 2005**

The meeting was held at 1:30 p.m. in the Elm Room, Spencer Conference Centre

PRESENT: Mr. D. McDougall, Chair  
Ms. J.K. Van Fleet, Secretary

Mr. S. Adams  
Mr. T. Brown  
Ms. H. Connell  
Dr. P. Davenport  
Ms. G. Dybenko  
Mr. T. Garrard  
Ms. L. Gribbon  
Dr. T. Hewitt  
Mr. E. Holder  
Ms. R. Ivey  
Mr. H. Kelly  
Ms. G. Kulczycki

Dr. F. Longstaffe  
Dr. K. McQuillan  
Ms. K. Meighen  
Dr. G. Moran  
Ms. M. Noble  
Mr. M. Pickard  
Dr. S. Singh  
Mr. L. Ste. Marie  
Mr. E. Stewart  
Mr. H. Vander Laan  
Dr. A. Weedon  
Mr. B. Whitmore

By Invitation: R. Chelladurai, D. Jones, J. McMullin, S. Sims,

### **REPORT OF THE CHAIR**

BG.05-02

#### **Vice-President (Research)**

The Chair announced that the Board unanimously approved the appointment of Dr. Ted Hewitt as Vice-President (Research) for a term five years and five months, February 1, 2005 - June 30, 2010.

Dr. Hewitt thanked the Board for the opportunity to serve as Western's Vice-President (Research).

### **REPORT OF THE PRESIDENT**

Dr. Davenport provided an update on the Rae Review, the Standing Committee on Finance and Economic Affairs, and activities of the President during the months of December 2004 and January 2005. Overhead slides used to highlight his presentation are attached as **Appendix 1** to these minutes.

#### **BG.05-03      Western Key Messages and Visual Identity**

Mr. Garrard provided an overview of Western key messages and visual identity, detailed in the memorandum distributed with the agenda. Overhead slides used to highlight his presentation are attached as **Appendix 2**.

The Board engaged in a discussion about the Western key messages and visual identity including the position statement, key support messages, Western's homepage, the costs associated with implementing this initiative, and developing common tools such as an "all purpose" presentation that can be adapted to suit particular users. The cost associated with the implementation of a simple focused message is less than that associated with changing a graphic brand. Current practice is that all University stationery employs the tower logo and is printed by approved University printers. The tower logo was adopted in 1998. As a unit or faculty exhausts its existing supply of stationery it is replaced by product that complies with the graphic standards guidelines. Mr. Garrard reported that the external advertising budget is \$150,000, but a request for an increase in the upcoming budget is under consideration.

#### **BG.05-04      UNANIMOUS CONSENT AGENDA [Appendix I]**

It was moved by L. Gribbon, seconded by E. Holder,

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

CARRIED

#### **BG.05-05      Minutes of the Previous Meeting**

The minutes of the open session of the meeting of November 25, 2004, were approved as circulated.

### **REPORT OF THE PROPERTY & FINANCE COMMITTEE [Appendix II]**

#### **BG.05-06      Annual Allocation of Western Fund Income**

It was moved by L. Gribbon, seconded by E. Holder,

That the Board of Governors approve the allocation of available income from the Western Fund in 2004/05—\$53,700— to the Ontario Graduate Scholarship / Ontario Graduate Scholarships in Science and Technology Programs.

CARRIED by Unanimous Consent

BG.05-07      **Transportation of Dangerous Goods Policy**

It was moved by L. Gribbon, seconded by E. Holder,

That the Board of Governors approve the Transportation of Dangerous Goods Policy (Policy 1.11) shown in Appendix II, Annex 1.

CARRIED by Unanimous Consent

BG.05-08      **Computing Resources Security and Wireless Networking Policies**

An exhibit detailing amendments to Section 16 of the proposed policy on Computing Resources Security and Wireless Networking Policies was distributed at the meeting.

On behalf of the Property & Finance Committee, it was moved by G. Dybenko, seconded by E. Stewart,

That the Board of Governors refer the Computing Resources Security and Wireless Networking policies to the Property & Finance Committee and delegate to Property & Finance the authority to approve these policies, on behalf of the Board, with changes the committee deems appropriate following consideration of advice received from the Faculty Association.

Dr. Moran explained that the amendments to Section 16.00 contained in the exhibit distributed at the meeting will be included in the final version of the policy on Computing Resources Security that the Property & Finance Committee will be asked to approve. The amendments reflect Senate's request that circumstances under which a person's email would be scrutinized be clarified. Advice will be sought from the UWO Faculty Association before finalizing the policies.

Members asked that the Board be allowed the opportunity to provide feedback about the policy rather than delegating final approval authority to the Property & Finance Committee. The Secretary clarified that Board members who are not members of the Property & Finance Committee (P&F) can attend the March meeting when the policy will be discussed. Given the Board's desire to discuss the policy subsequent to P&F's consideration, the Chair withdrew the motion and asked that Board members provide their input prior to the April Board meeting.

Dr. Moran advised that it is his view that the Director of ITS and the Associate Vice-President (IPB) have the authority to implement actions or to stop actions that might endanger the integrity of the University's information system in the absence of policy.

BG.05-09      **Completed Capital Projects Over \$1 Million**

The Board received for information the list of completed capital projects over \$1 million, detailed in Appendix II, Annex 3.

BG.05-10      **Quarterly Financial Report (Operating and Ancillary Budgets)**

The Quarterly Financial Report (Operating and Ancillary Budgets), detailed in Appendix II, Annex 7, was received for information.

BG.05-11      **Information Items from the Property & Finance Committee**

The Report of the Property & Finance Committee contained the following information items:

- Three Little Pigs Project Land Lease
- Report of the Investment Committee
- CIBC Chair and CIBC Fellowships in Human Capital and Productivity
- Scholarships, Awards and Prizes

**REPORT OF THE DEVELOPMENT & FUNDRAISING COMMITTEE** [Appendix III]

BG.05-12      **Quarterly Report on Fundraising**

The Board received for information the revised quarterly Report on Fundraising, distributed at the meeting.

**REPORT OF THE SENIOR OPERATIONS COMMITTEE** [Appendix IV]

BG.05-13      **Chairs and Vice-Chairs of Standing Committees of the Board**

It was moved by H. Connell, seconded by H. Vander Laan,

That the following be appointed to serve as Committee Chairs and Vice-Chairs in 2005:

**Audit**

Chair ..... Rosamond Ivey  
Vice-Chair ..... Mark Pickard

**Campus & Community Affairs**

Chair ..... Hank Vander Laan  
Vice-Chair ..... John Nash

**Development & Fund Raising**

Chair ..... Ginny Dybenko  
Vice-Chair ..... Kelly Meighen

**Property & Finance**

Chair ..... Michele Noble  
Vice-Chair ..... Stephen Adams

CARRIED

BG.05-14      **Membership of Standing Committees of the Board**

Mr. Stewart acknowledged that internal members of the Board are excluded from membership on the Audit Committee. He asked if it is better to have two vacancies on the Audit Committee rather than appoint internal members. Mr. Adams explained that the vacancies are temporary. Non-Board members with appropriate expertise will be appointed by the Senior Operations Committee to fill the vacancies. The general trend in business is to only have external individuals on the Audit Committee.

Mr. McDougall asked that the Board approve the committee memberships as detailed in Appendix VI, Annex 1, with the understanding that amendments to the membership of the Audit Committee and the Development & Fund Raising Committee will be submitted to the Board at the April meeting.

It was moved by S. Adams, seconded by E. Holder,

That the membership of the standing committees of the Board for the period February 2005, through January 2006 (unless otherwise specified), be approved as shown in Appendix IV, Annex 1.

CARRIED

BG.05-15      **Appointment to Other Bodies**

S. Adams and J. Nash were reappointed to the Senate (terms to February 1, 2006). M. Pickard and S. Singh were reappointed to Senate Committee on University Planning (SCUP) (terms to February 1, 2006).

BG.05-16      **Selection Committee - Secretary of Senate**

H. Connell and M. Noble were elected to the Selection Committee - Secretary of Senate.

BG.05-17      **Board Membership - Alumni Association Appointees**

Last month, the Alumni Association reappointed two of their appointees to the Board whose first terms will end in early 2005:

Helen Connell - second term to end on February 28, 2009  
Halfdan Kelly - second term to end on May 31, 2009

**REPORT OF THE BY-LAWS COMMITTEE** [Appendix V]

BG.05-18      **Campus & Community Affairs Committee**

On behalf of the Board, the By-Laws Committee approved at its meeting of January 19, 2005, the addition of the Associate Vice-President (Communications & Public Affairs), or designate, as a non-voting resource person on the Campus and Community Affairs Committee, as recommended by the CCAC.

**ITEMS REFERRED BY SENATE** [Appendix VI]

BG.05-19      **Policy and Procedures for the Use of Animals in Research and Teaching**

It was moved by L. Gribbon, seconded by E. Holder,

That the Board of Governors approve the "Policy and Procedures for the Use of Animals in Research and Teaching" (Policy 7.12) shown in Annex 1 to Appendix VI. This will replace the current "Procedures for the Use of Animals" policy.

CARRIED by Unanimous Consent

BG.05-20      **Standardized Training in Animal Care and Use**

It was moved by L. Gribbon, seconded by E. Holder,

That the Board of Governors approve revisions to the policy on Standardized Training and Animal Care and Use (Policy 7.10) as shown in Appendix VI, Annex 2.

CARRIED by Unanimous Consent

BG.05-21      **Policy 1.20 - Computing Resources Security and Policy 1.21 - Wireless Networking**

The Board received Senate's report concerning Policy 1.20 - Computing Resources Security and Policy 1.21 - Wireless Networking under Report of the Property & Finance Committee [see BG.05-08].

BG.05-22      **First-Year, First-Entry Undergraduate Enrolment**

The Board received for information the first-year, first-entry undergraduate enrolment for the Constituent University and the Affiliated University Colleges detailed in Appendix VI, pages 2-4.

Dr. McQuillan asked for clarification about the decline in the MBA and EMBA enrolment and if this issue could be discussed at a future Board meeting. Dr. Moran agreed to take the question under advisement. He explained that the Dean of the Ivey School of Business is committed to the new funding policy and will make adjustments to expenditures to meet any decline in revenue. Ivey's programs are in a different educational market which is one of the reasons for the revised financial model. The dramatic drop in EMBA enrollment relates to the elimination of the Video MBA program a few years ago in anticipation of a shift in the market. He added, however, that the HBA program continues to grow.

Dr. McQuillan stated that when recruiting students, and as a Board member, he is frequently questioned about Ivey. The implications in the first instance are related to the budget but the issue touches on the University as a whole and is an important issue for the Board's consideration. Dr. Davenport stated that he wanted to contact the Dean of Ivey before committing to Dr. McQuillan's request.

BG.05-23      **Information Items Referred by Senate**

Senate reported on the following information items:

- Annual Report of the Provost's Undergraduate Program Review Committee
- 2003-2004 Survey on Student Finances
- 2003 Annual Report of the University Council on Animal Care
- Report of the Academic Colleague on the 273<sup>rd</sup> Meeting of the Council of Ontario Universities
- Appointments

BG.05-24      **Biannual Report on Faculty Recruitment** [Appendix VII]

Dr. Weedon gave the biannual report on Faculty Recruitment. Overhead slides used to highlight the presentation are contained in Appendix VII.

Mr. Whitmore asked if the administration will submit a response to an article contained in *Western News* criticizing Western's policy that more women be recruited over men. Dr. Davenport stated that

the administration does not respond to every article written. He explained that two years ago as part of the University budget, the Board approved the initiative that 50% of the first year salary of newly appointed female faculty would come from the central budget. The best candidate is selected for a position, but the incentive exists for Deans to hire female faculty. Dr. Moran reported that the administration anticipated a backlash against the policy but such did not occur. The policy, which is fair and does not discriminate against men, provides resources to make Western more competitive in the hiring of women. The gender report prepared by Dr. Weedon makes a compelling argument for the need for such a policy. Dr. Weedon agreed that the best way to respond to the article is indirectly by providing other information to the Western community, such as the gender report.

BG.05-25      **SELECTED CLIPPINGS** [Appendix VIII]

The Board received for information selected media clippings about the University (Appendix VIII).

---

D. McDougall  
Chair

---

J.K. Van Fleet  
Secretary

### President's Report to Board of Governors

- Update on Rae Review
- Standing Committee on Finance and Economic Affairs

Dr. Paul Davenport  
January 27, 2005

1

### Rae Review

- Report expected by mid-February
- COU advocacy initiative:  
[www.thinkontario.com](http://www.thinkontario.com)
  - Major challenge: to raise public awareness
  - Gain support for positive recommendations
  - Mobilize advocacy groups:  
students, faculty, staff, alumni

2

### Standing Committee on Finance and Economic Affairs – *(London, January 17)*

My presentation covered the joint Western submission to the Rae Panel, the COU submission to the Standing Committee, and a thank you to local MPs (the first three were in attendance):

- Deb Matthews *(London North Centre)*
- Minister Chris Bentley *(London West)*
- John Wilkinson *(Perth-Middlesex)*
- Minister Steve Peters *(Elgin-Middlesex-London)*
- Khalil Ramal *(London-Fanshawe)*

3

### *COU Submission: A Vision for Excellence*

- Access for all qualified students
- Quality: Best in Canada
- Research investment – across the disciplines
- Capital investment – safe, modern learning environment

4

### Financial Objectives

- Full funding for all undergraduate and graduate students
- Robust and flexible student assistance programs
- Double graduate enrolment by 2013
- Adopt multi-year grant commitments
- Mechanism for public accountability

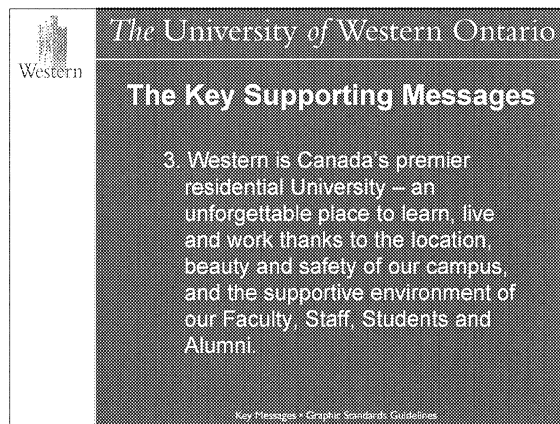
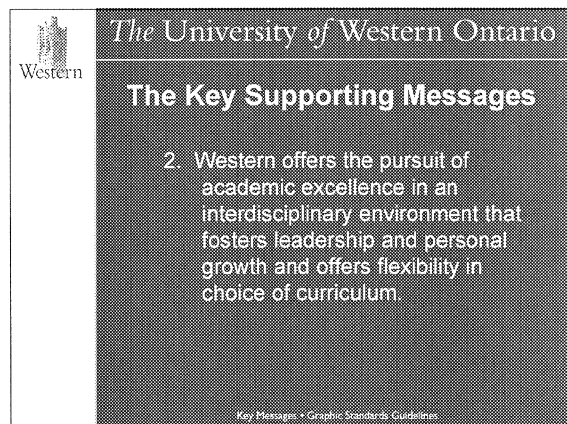
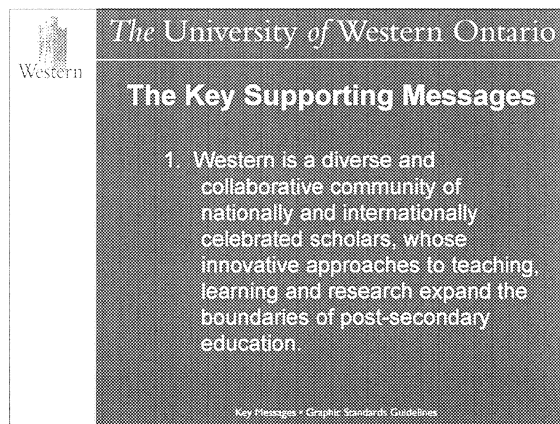
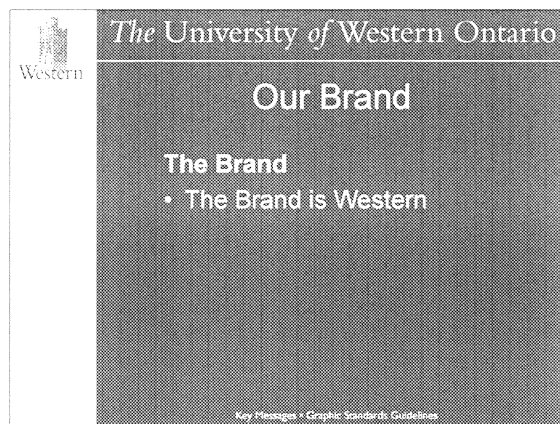
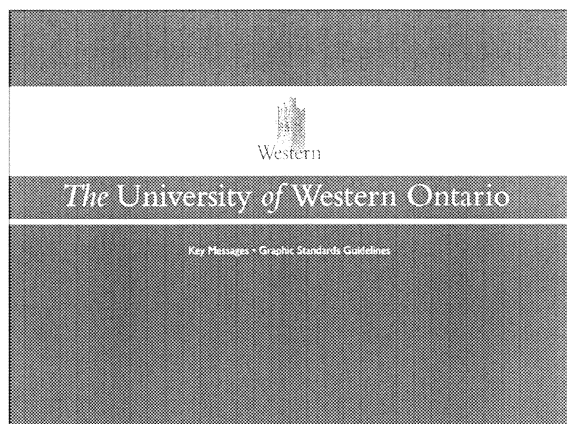
5


### COU Consensus Position

“A major investment in universities is needed to restore university quality and excellence and to ensure access to students from all economic and social backgrounds. This is an investment in Ontario's economic and social wellbeing that will produce long-term benefits for the province.”

6






 *The University of Western Ontario*

## Graphic Standards Guidelines

**Additional features:**

- PowerPoint templates;
- The University wordmark in our official Bembo font;
- Improvements to the Tower logo files to ensure better print quality;
- Better options for utilizing the Tower logo on dark backgrounds; and
- Word document templates including memo and facsimile

Key Messages • Graphic Standards Guidelines

 *The University of Western Ontario*


## Graphic Standards Guidelines

The University wordmark

*The University of  
Western Ontario*



*The University of Western Ontario*

Key Messages • Graphic Standards Guidelines


 *The University of Western Ontario*

## Graphic Standards Guidelines

Tower logo with quarter circle  
(to better utilize the Tower  
logo on dark backgrounds).

Key Messages • Graphic Standards Guidelines


 *The University of Western Ontario*


## Graphic Standards Guidelines

Word document templates (letterhead,  
facsimile and memorandum) and  
stationery standards.

Here are some examples...

Key Messages • Graphic Standards Guidelines

 *The University of Western Ontario*





PAUL DAVENPORT, O.C., Ph.D., LL.D.  
President and Vice-Chancellor

The University of Western Ontario  
The Western Centre Building  
600 University Ave. CANADA N6A 3K1  
Telephone: (519) 661-2100 ext. 2111 • Fax: (519) 661-2101  
Email: paul.davenport@uwo.ca

**President's  
Letterhead and  
Business Card**

Key Messages • Graphic Standards Guidelines

 *The University of Western Ontario*



Faculty of Health Sciences  
The University of Western Ontario  
Scott Hall Building  
London, Ontario N6A 3K1, Canada  
Phone: (519) 661-2100 ext. 2100 • Fax: (519) 661-2101  
Email: paul.davenport@uwo.ca

**Faculty  
Sub-Branding**

Key Messages • Graphic Standards Guidelines

