

**THE UNIVERSITY OF ONTARIO INSTITUTE OF TECHNOLOGY
MINUTES OF THE 13th REGULAR MEETING OF THE BOARD OF GOVERNORS**

DATE: November 12, 2003 **PLACE:** Community Room
TIME: 6:40 p.m. **Oshawa Campus**

IN ATTENDANCE:

GOVERNORS: Garry Cubitt, Chair
Peter Bagnall
Joanne Burghardt
Joanna Campbell
Christa Colyer
Denise Jones
Manon Lemonde
Gail MacKenzie
Mark Moorcroft
Mike Shields (via telephone)
Lorraine Sunstrum-Mann
Beth Wilson
Doug Wilson

PARTICIPANTS: JoAnne Horruzey
Deborah Kinkaid
Paul McErlean
Patrick McNeil
Gerry Warman

PRESIDENT: Gary Polonsky

SECRETARY: Cathy Pitcher

**RECORDING
SECRETARY:** Claire Boddart

SENIOR STAFF: Bev Balenko
Michael Finlayson
Margaret Greenley
Ann Mars
Judy Moreton
Gerry Pinkney
Don Sinclair
Terry Slobodian
John Woodward

REGRETS:

GOVERNORS: Phillip (Rocky) Simmons
Pierre Hinse

PARTICIPANTS: Karen Hodgins
Karen Tull

SENIOR STAFF: Ralph Aprile
Richard Levin

CALL TO ORDER

The Chair called the meeting to order at 6:40 p.m.

REGRETS

The Chair noted regrets from Governors Phillip (Rocky) Simmons, participants Karen Hodgins, Karen Tull, and acknowledged Governor Pierre Hinse will be arriving later.

INTRODUCTION OF GUESTS

The Chair acknowledged Jackie Lawrence and Jessica Smith, second year Journalism students, Terry Caputo, Director of Finance, DC; and Craig Loverock, Director of Finance, UOIT.

ADDITIONS/DELETIONS TO THE AGENDA

None was noted.

CONFLICT OF INTEREST DECLARATIONS

None was noted

APPROVAL OF THE MINUTES

It was noted that Governor Gerry Warman’s name was added to the senior staff listing on the attendance page of the October 8, 2003 minutes. This error will be corrected. There being no other errors or omissions in the minutes of the Regular Board meeting of October 8, 2003, the Chair declared the minutes accepted as presented.

Mark Moorcroft left the meeting at 6:45 p.m.

ACTIONS ARISING FROM PREVIOUS MINUTES

UOIT Video

The Board viewed a 15 minute video used for recruiting purposes. Gail MacKenzie inquired how this video is to be used? Gary advised that this video will be used in all of our recruiting efforts. The Board agreed that this was an excellent video. Congratulations to the team.

DECISION ITEMS

Election of Governors

Moved by Denise Jones

Seconded by Gail MacKenzie

MOTION #63

“Be it resolved:

that the board of Governors of the University of Ontario Institute of Technology endorse the appointment of Christa Colyer as the full-time Teaching Staff representative for a three year term in accordance with the election results of October 10, 2003, and that the ballots for the election be destroyed;

that the Board of Governors of the University of Ontario Institute of Technology endorse the appointment of Manon Lemonde as the full-time Teaching Staff representative for a two year term in accordance with the election results of October 10, 2003 and that the ballots for the election be destroyed;

that the Board of Governors of the University of Ontario Institute of Technology endorse the appointment of Joanna Campbell as the acclaimed full-time Non-Teaching Staff representative for a three year term; and

that the Board of Governors of the University of Ontario Institute of Technology endorse the appointment of Pierre Hinse as the full-time Student representative for a one year term in accordance with the election results of October 10, 2003, and that the ballots for the election be destroyed.”

CARRIED

Revisions to Research Ethics Policy and Procedures

Michael Finlayson noted that an earlier version of this policy was approved in the spring. When presented to the research tri-council, it required us to be more imitative of other universities. The amendments to the original policy and procedure are noted in the document. Michael pointed out that the attached memo reviews the granting councils concerns as follows:

1. they objected to excessively close ties between the University administration and the ethical review committee;
2. they were concerned that the committee’s procedures were not spelled out in sufficient detail; and,
3. they believed that we had not been sufficiently attentive of the issue of informed consent or issues arising from research in emergency health situations.

Moved by Doug Wilson

Seconded by Manon Lemonde

MOTION #64 “That the Board of Governors of the University of Ontario Institute of Technology approve the revised Research Ethics Policy and Procedures, as presented.”

CARRIED

Policies on Intellectual Property

Michael Finlayson advised that this document may turn out to be the most important policy the Board may have to approve in the next year or two. The process of development involved bringing together the best of all available policies and circulating the policies to all of the deans for comment and discussion on several different occasions. Then in the final stage, the policy was taken to legal council McMillan. Michael noted that the policy was sent to the University of Waterloo for feedback. This process has taken longer than other policies due to the complexity and novelty of the issues involved.

Peter Bagnall inquired why this was sent to Waterloo? Are they unique? Michael advised that Waterloo were the first to enunciate this position in the country, referring to Section 3 (teaching materials). It also leaves the highest proportion of commercialized research profits with the professor who creates the knowledge.

Doug Wilson inquired if the policy went back to the deans after the lawyers had reviewed it, and if the text in dark bold is approved, does it need to come back? Michael advised that we have seven deans who are very comfortable with this policy and it is not required to come back.

There was a lengthy discussion on using the term net revenue versus gross revenue and the percentage used. There was flexibility and we do have some time to change the wording at this stage.

Garry Cubitt recommended the following motion.

Moved by Doug Wilson

Seconded by Peter Bagnall

MOTION #65 “That the Board of Governors of the University of Ontario Institute of Technology agree to refer the Policy back for the review of the wording net versus gross revenue.”

CARRIED

Christa Colyer suggested that Section 1.4, Recognition, which currently reads, “The order of listing of Contributors should follow existing traditions.” Should read, “The order of listing of Contributors should follow existing traditions *of the discipline.*”

Michael agreed to make this change.

Action: Michael will review with Governors who spoke on the “net versus gross” issue, and resubmit the policy to the Board.

Health and Safety Policy

Don Sinclair advised that this policy is a generic policy and once approved it will be circulated throughout the organization.

Moved by Peter Bagnall

Seconded by Gail MacKenzie

MOTION #66 “That the Board of Governors of the University of Ontario Institute of Technology approve the Health and Safety Policy, as presented.”

CARRIED

Affirm Decision Item(s) from the Joint Boards of Governors’ meeting Accessibility Plan

Moved by Peter Bagnall

Seconded by Gail MacKenzie

MOTION #67 “That the Board of Governors of the University of Ontario Institute of Technology approve the Accessibility Plan 2003, as presented.”

CARRIED

ACKNOWLEDGEMENTS AND REPORTS

Report of the Academic Council Meeting held October 21, 2003

Gary Polonsky advised that the minutes are still to be approved and will be brought to the Board in December.

CONSENT CALENDER

No comments were noted.

INTERIM FINANCIAL REPORT

Craig Loverock advised there is a zero bottom line due to the three (3) year transitional funding period. Craig advised that tuition and student fees are exceeding budget. Salaries and benefits are below expectations. Operating expenses are tracking slightly below expectations also.

COMMUNITY INFORMATION – COMMENTS AND QUESTIONS

No comments or questions noted.

REPORT OF THE PRESIDENT

None was noted.

REPORT OF THE CHAIR

None was noted.

INFORMATION ITEMS

No comments noted.

TERMINATION OF MEETING

Garry Cubitt thanked our guests, Jackie Lawrence and Jessica Smith, representing the student newspaper, The Chronicle, as they left the meeting.

There being no further business the meeting was terminated at 7:40 p.m.

Mike Shields disconnected via telephone from the meeting at 7:40 p.m.

Garry Cubitt, Chair

Gary Polonsky, President

Cathy Pitcher, Secretary