

MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY

BOARD OF GOVERNORS' MEETING

(326th Meeting)

BOARD ROOM, C111B, FENNEL CAMPUS, MOHAWK COLLEGE

Wednesday, April 12, 2000

ATTENDANCE

Board of Governors

Jim Bethune, Chair

Bob Peeling

Linda Brown

Tom Atterton

Tony Battaglia

Tom Behroozi

Olga Delvecchio

Fred Deys

Rebecca Jamieson

Jim Koyanagi

Lily Oddie

Catherine L. Rellinger

Kathy Verspagen

Absent

Frans Brinkman

Rick Sterne

Maxine Wypych

Observers

Dorleen Allen, Faculty

Ray Czajkowski, Faculty

John Guilfoyle, Administration (President, MCASA)

Margaret Hart, Student (President, MCACES)

Rick Knowles, Faculty

Linda Marshall, Mohawk College Council (Chair)

Lyla Myklos, Alumni

Vice-Presidents/Deans/Directors

Monique Arbour, Vice President, Finance & Administration

Louise Bockner, Dean, Business, Applied Arts & ACCESS

Alan Clay, Director, Marketing & Public Relations

Shelagh Gill, Vice President, Academic

Cal Haddad, Vice President, Student Affairs

Anne Hemsworth, Vice President, CE & Business Development

Catherine Peterson, Director, Purchasing & Financial Services

Dick Raha, Executive Director, College Planning and Physical Resources

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(326th Meeting)

BOARD ROOM, C111B, FENNEL CAMPUS, MOHAWK COLLEGE
Wednesday, April 12, 2000, 6:45 p.m.

OPEN PORTION

The Open Portion of the Board of Governors' meeting was called to order at 6:50 p.m.

1. Minutes of the 325th Meeting

It was moved by Rebecca Jamieson and seconded by Olga Delvecchio that the minutes of the 325th meeting be approved. Carried unanimously.
(MOTION 326.0.1)

2. Conflict of Interest Declaration

The Chair asked that any Governor wishing to declare a conflict of interest with respect to any item on the agenda do so at this time.

It was noted that Kathy Verspagen declared a conflict with respect to item 326.0.5.6, Finance Committee, March 31, 2000, the 2000/2001 Incidental Fee Recommendations, specifically the Co-op Fee.

3. Business Arising from the Minutes

No report.

4. Chair's Remarks

4.1 Cathy Flis Memorial Award

The Chair noted the excellent work done Terry Mote, Anna Knibbs and Rosemary Knechtel to establish the Cathy Flis Memorial Award.

4.2 ACAATO Executive Committee Meeting

The Chair reported on his first meeting as a member of the ACAATO Executive Committee. Dianne Cunningham, Minister of Training, Colleges and Universities, attended the meeting.

5. Board Committees' Reports

5.1 Fennell Campus Joint Occupational Health & Safety Committee, February 9, 2000 Stoney Creek Campus Joint Occupational Health & Safety Committee, February 24, 2000 Brantford Campus Joint Occupational Health & Safety Committee, March 21, 2000.

It was moved by Catherine Rellinger and seconded by Bob Peeling that the Fennell Campus Joint Occupational Health & Safety Committee minutes of February 9, 2000, the Stoney Creek Campus Joint Occupational Health & Safety Committee minutes of February 24, 2000 and the Brantford Campus Joint Occupational Health & Safety Committee minutes of March 21, 2000 be accepted for information. Carried unanimously. **(MOTION 326.0.5.1)**

In response to Rebecca Jamieson's question about the number of accident statistics, it was noted that this report includes full time and part time staff and full time and part time students.

5.2 Program Review Committee, February 24, 2000 & March 29, 2000

It was moved by Linda Brown and seconded by Lily Oddie that the February 24, 2000 and March 29, 2000 Program Review Committee minutes be accepted for information. Carried unanimously. **(MOTION 326.0.5.2)**

Olga Delvecchio commented that this was the first review for the Mathematics program and that Mohawk College is one of only a few colleges with a Math Learning Centre.

5.3 Program Review Caucus, February 24, 2000 & March 29, 2000

It was moved by Linda Brown and seconded by Tom Behroozi that the February 24, 2000 and March 29, 2000 Program Review Caucus minutes be accepted for information. Carried unanimously. **(MOTION 326.0.5.3)**

The Program Review Committee Terms of Reference will be referred to the 2000 Fall Board Retreat for discussion.

With respect to the Terms of Reference, Tom Atterton pointed out that:

- The number of members has been set high.
- Instead of encouraging new Governors to join the Committee, it is expected that new Governors will join the Committee.

- The quorum interpretation may be debated. It is expected that whatever the interpretation for quorum, it will be the same for all Board subcommittees.

5.4 Mohawk College Council, March 13, 2000

It was moved by Catherine Rellinger and seconded by Kathy Verspagen that the March 13, 2000 Mohawk College Council minutes be accepted for information. Carried unanimously. **(MOTION 326.0.5.4)**

5.5 Audit & Operational Review Committee, March 31, 2000

It was moved by Rebecca Jamieson and seconded by Olga Delvecchio that the March 31, 2000 Audit & Operational Review Committee minutes and the Checks and Balances documents be accepted for information. Carried unanimously. **(MOTION 326.0.5.5)**

Rebecca Jamieson reported that the auditors, BDO Dunwoody, stated that they did not often see this type of information being provided to Boards and it was an excellent report.

The Chair also commented that the Checks and Balances report was excellent.

5.6 Finance Committee, March 31, 2000

It was moved by Olga Delvecchio and seconded by Bob Peeling that the March 31, 2000 Finance Committee minutes be accepted for information, with the inclusion of the defeated motion by Fred Deys made at the Finance Committee meeting, requesting the elimination of the course exemption administrative fee. Carried unanimously. **(MOTION 326.0.5.6.1)**

Fred Deys stated that he was displeased with the higher tuition costs causing problems for households with incomes lower than \$50,000 but he will vote in favour of this motion because of how the colleges are funded. He suggested that the Board Advocacy Committee discuss this matter.

It was moved by Olga Delvecchio and seconded by Tom Behroozi that the standard tuition fees for all post-secondary diploma, certificate and tuition short programmes be increased by 2% effective September 1, 2000. Carried unanimously. **(MOTION 326.0.5.6.2)**

It was moved by Olga Delvecchio and seconded by Tom Behroozi that the fees for continuing education programmes be increased to the 1999-2000 maximum average fee (an approximate 5% increase) and to further increase the fee by 2% effective September 1, 2000. Carried unanimously. **(MOTION 326.0.5.6.3)**

It was moved by Olga Delvecchio and seconded by Tony Battaglia that the Co-op Fee be increased from \$423 to \$430 effective September 1, 2000. Carried unanimously (Kathy Verspagen did not vote.) **(MOTION 326.0.5.6.4)**

In response to a question about the reason for the introduction of the Course Exemption Administrative Fee, it was explained that the fee covers administrative costs and the cost of evaluating the exemption request.

It was moved by Olga Delvecchio and seconded by Tony Battaglia that the 2000/2001 Incidental Fee recommendations, effective September 1, 2000, be approved. Carried unanimously. **(MOTION 326.0.5.6.5)**

It was moved by Olga Delvecchio and seconded by Rebecca Jamieson that the 2000/2001 Budget Plan be approved. Carried unanimously. **(MOTION 326.0.5.6.6)**

It was moved by Olga Delvecchio and seconded by Tom Behroozi that the Budgeted Full Time Positions as at April 1, 2000 be received for information. Carried unanimously. **(MOTION 326.0.5.6.7)**

It was moved by Olga Delvecchio and seconded by Tom Behroozi that the Board authorize a resolution for a Bank of Montreal operating account to facilitate the process of financial transactions associated with the Mohawk Student Residence. Specifically, the bank account is required for the monthly processing of the swap transaction loan agreement for the financing of the construction costs. Carried unanimously. (Rebecca Jamieson declared a conflict of interest and did not vote.) **(MOTION 326.0.5.6.8)**

The President explained the meaning of a "swap transaction" and confirmed that the proper controls are in place for the correct utilization of this bank account.

5.7 Board Evaluation Ad Hoc Committee, April 6, 2000

It was moved by Rebecca Jamieson and seconded by Kathy Verspagen that the April 6, 2000 Board Evaluation Ad Hoc Committee minutes be accepted for information. Carried unanimously. **(MOTION 326.0.5.7.1)**

It was moved by Tom Behroozi and seconded by Olga Delvecchio that the Board Evaluation Ad Hoc Committee be directed to review the current Board policies, draft revisions and/or new policies. Carried unanimously. **(MOTION 326.0.5.7.2)**

It was moved by Rebecca Jamieson and seconded by Tony Battaglia that the Code of Ethics document be referred to the President to seek input by the best means possible. Carried unanimously. **(MOTION 326.0.5.7.3)**

Rebecca Jamieson stated that whenever the mandate of a Board subcommittee is expanded it should be clearly stated in the minutes.

6. President's Report

6.1 Written Report

The President reported on the following events/items:

- The Conference Board of Canada selected the Textiles Human Resources Council's Management Internship Program for its National Partners in Education Post-Secondary Award. The award, sponsored by DaimlerChrysler Canada Inc., will be presented at the Partners 2000: Linking Education and the Local Economy Symposium in Halifax, April 29 to May 2, 2000. The Textile Management Internship Program was developed on behalf of the Canadian textile industry in partnership with Mohawk College, McMaster University, North Carolina State University and Human Resources Development Canada.
- MSA Appreciation Banquet, March 31, 2000.
- Annual Athletics Banquet, April 5, 2000.
- 21st Annual Mohawk Mediafest, April 14, 2000.
- KPI funding announcements were made and Mohawk received \$1.2 million.
- KPI results were received and listed in the April 5, 2000 Mohawk Report.
- Announcement from the Minister of Health and Long-Term Care and the Minister of Training, Colleges and Universities regarding the new education standard to prepare nurses for the future.

As a Governor and a graduate of the College, Tony Battaglia congratulated the President on the KPI results.

In response to Jim Koyanagi's question (reference 1.26), the President stated that the construction of the Student Residence has been delayed one week beyond schedule because of the windows.

Kathy Verspagen asked about the status of the student stuck with a needle (reference item 1.31). A report on this matter will be provided at the next meeting.

It was moved by Catherine Rellinger and seconded by Tom Behroozi that the President's Written Report for April 2000 be accepted for information. Carried unanimously. **(MOTION 326.0.6.1)**

6.2 Other Business

No report.

7. Student Association Reports

It was moved by Tom Behroozi and seconded by Lily Oddie that the SAC (Students' Athletics Committee) Report, the MCACES (Mohawk College Association of Continuing Education Students) Report and the MCAA (Mohawk College Alumni Association) Report be accepted for information. Carried unanimously. **(MOTION 326.0.7)**

8. New Business Including Notices of Motions

No report.

9. Confirmation of Date, Time and Place of Next Meeting

The next meeting of the Mohawk College Board of Governors is scheduled for Wednesday, May 10, 2000, 6:45 p.m. in Room D209 at the Stoney Creek Campus.

10. Adjournment

It was moved by Tom Atterton and seconded by Kathy Verspagen that the Open Portion of the Board of Governors' meeting adjourn at 8:20 p.m. Carried unanimously. **(MOTION 326.0.10)**