

MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY
BOARD OF GOVERNORS' MEETING
(360th Meeting)
BOARD ROOM, C111B, FENNEL CAMPUS, MOHAWK COLLEGE
Wednesday, April 14, 2004

ATTENDANCE OPEN PORTION

Board of Governors

Rick Sterne, Chair
Bronko Jazvac, Vice Chair
Bryan Adamczyk
Tom Behroozi
Gary Beveridge
Gaspere Bonomo
Linda Brown
Shawn Chamberlin
Brenda Davis
Allan Greve
Trent Jarvis
Sharon Lax
Brendan Ryan
Martin van Zon
Kathy Verspagen
MaryLynn West-Moynes, President

Absent

April Nederlof
Carolyn Johnson
Cindy Swanson

Observers

Greg Cormier, Chair, Mohawk College Council
Fred Deys, Faculty (President, Local 240)
Krysia Iwanek, President, Mohawk College Alumni Association
Jady Klyve, Student (President, MCACES)
Tansy Ko, Student (President, MSA)

Vice-Presidents/Deans/Directors

Doug Baker, Dean, Brantford & Applied Arts
Alan Clay, Director, Marketing & Public Relations
Joanne Echlin, Director, Human Resources
Shelagh Gill, Vice President, Academic
Carolyn Gray, Vice President, Student and Community Services
Kathy Hayes, Registrar
Debbie Logel Butler, Director, Community Relations & Advancement
Pat MacDonald, Chair, CE Business & Human Services
Linda Marshall, Manager, Alumni Affairs & Corporate Services
Dick Raha, Vice President, Finance & Administration
John Schaeffer, Director, Skills Development, Brantford Campus
Alice Szrajber, Chair, Business Studies
Greg Unrau, Chair, Communications Media
Shelia Walsh, Human Resources Officer

Guests

Lyla Miklos, Alumni Association Board Member

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Wednesday, April 14, 2004

OPEN PORTION

1. CALL TO ORDER

The Mohawk College Board of Governors' Open Portion meeting was called to order at 6:06 p.m.

2. INTRODUCTION OF GUESTS

All those in attendance at the meeting were introduced.

3. ADDITIONS/DELETIONS TO THE AGENDA

Additions and deletions were made to the agenda.

4. CONFLICT OF INTEREST DECLARATIONS

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. No conflict was declared.

5. PRESENTATIONS

5.1 Artists at the Centre

Presentation by Karyn Callaghan, Professor in the Early Childhood Education Department, and Project Co-ordinator for the Artists at the Centre project regarding the Artists at the Centre project.

5.2 Bay Area Science & Engineering Fair

Presentation by Peter Olynk, Professor in the Building & Construction Sciences Department and a member of the Bay Area Science & Engineering Fair Committee regarding the Bay Area Science & Engineering Fair.

The Board Chair acknowledged the good works by the faculty and colleagues supporting these two initiatives.

6. APPROVAL OF PREVIOUS MINUTES

6.1 Minutes of the 359th Open Portion Board Meeting of March 10, 2004

It was moved by Brenda Davis and seconded by Allan Greve that the minutes of the 359th Open Portion Board meeting of March 10, 2004 be approved. Carried unanimously. **[MOTION 360.O.6.1]**

7. ACTION ARISING FROM THE PREVIOUS MINUTES

7.1 Convention and Meeting Planning Post Certificate Program

It was moved by Linda Brown and seconded by Tom Behroozi that the Board of Governors approve the Convention and Meeting Planning Post-Diploma Graduate Certificate program proposal. Carried unanimously. **[MOTION 360.O.7.1]**

7.2 Insurance Coverage for Board Members

Information on the insurance coverage for members of the Board of Governors was distributed.

8. DECISION ITEMS

8.1 Strategic Plan 2004 to 2007

It was suggested that reference to life-long learning be made in the Mission and a reference to reasoned risk-taking be made under the shared values.

It was moved by Gary Beveridge and seconded by Shawn Chamberlin that the Strategic Plan 2004 to 2007 be approved with the suggested changes. Carried unanimously. **[MOTION 360.O.8.1]**

8.2 Program Approvals, Name Changes, Revisions

Shelagh Gill explained that there are changes in the program approval process resulting from the new College Charter. We are currently using a transitional process until the Ministry introduces the new program approval process, which will likely be in September 2004. At the May 12, 2004 Board meeting, Shelagh will explain the new program approval process and the Board's role in that process.

8.2.1 Program Approval – Human Machine Interfacing Certificate

It was moved by Trent Jarvis and seconded by Sharon Lax that the Human Machine Interfacing Certificate program be approved. Carried unanimously. **[MOTION 360.O.8.2.1]**

In response to Martin van Zon's request for a list of all of the programs offered by Mohawk College, the President stated that we are moving towards an enrollment management strategy.

In answer to Allan Greve's question that all of the programs for approval are aligned with our strategic directions, the President stated that they are.

8.2.2 Program Approval – Industrial Drives Certificate

It was moved by Martin van Zon and seconded by Tom Behroozi that the Industrial Drives Certificate program be approved. Carried unanimously. **[MOTION 360.O.8.2.2]**

8.2.3 Program Approval – Computer Systems Technology – Network Engineering Security Analyst Program

This item was deleted from the agenda.

8.2.4 Program Approval – Packaging Design Program and 1st Semester Clustering of Packaging Design Program with Graphic Design – Creative and the Graphic Design – Digital Program

It was moved by Trent Jarvis and seconded by Brendan Ryan that the Packaging Design program be approved and that the 1st semester clustering approach of the Packaging Design program with the Graphic Design – Creative and the Graphic Design –

Digital programs be approved. Carried Unanimously. **[MOTION 360.O.8.2.4]**

8.2.5 Name Change of the Certified Financial Planning Certificate Program to the Financial Planning Certificate Program

It was moved by Shawn Chamberlin and seconded by Sharon Lax that the name change of the Certified Financial Planning Certificate program to Financial Planning Certificate program be approved. Carried unanimously. **[MOTION 360.O.8.2.5]**

8.2.6 Name Change of the PC Networking – Level 1 Certificate to Server & Network Support Certificate Name Change of the PC Networking – Level 2 Certificate to Network Specialist Certificate

It was moved by Shawn Chamberlin and seconded by Brendan Ryan that the name change of the PC Networking – Level 1 Certificate program to Server & Network Support Certificate program and the PC Networking – Level 2 Certificate program to Network Specialist Certificate program be approved. Carried unanimously. **[MOTION 360.O.8.2.6]**

8.2.7 Name Change of the Graphic Design – Production to Graphic Design- Creative Program

It was moved by Trent Jarvis and seconded by Linda Brown that the name change of the Graphic Design – Production program to Graphic Design – Creative program be approved. Carried unanimously. **[MOTION 360.O.8.2.7]**

8.2.8 Name Change of the Graphic Arts Electronic Prepress to Graphic Design – Digital Program

It was moved by Allan Greve and seconded by Tom Behroozi that the name change of the Graphic Arts Electronic Prepress program to Graphic Design – Digital program be approved. Carried unanimously. **[MOTION 360.O.8.2.8]**

8.2.9 Program Revision – Broadcast Radio and Communications Media 2 Year Program

It was moved by Bryan Adamczyk and seconded by Bronko Jazvac that the program revision to the Broadcast Radio and Communications Media 2 year program be approved. Carried unanimously. **[MOTION 360.O.8.2.9]**

8.2.10 Program Revision – Broadcast Journalism and Communications Media 2 Year Program

It was moved by Sharon Lax and seconded by Brenda Davis that the program revision to the Broadcast Journalism and Communications Media 2 year program be approved. Carried unanimously. **[MOTION 360.O.8.2.10]**

9. CONSENT CALENDAR

9.1 Aboriginal Education Council Meetings, December 10, 2003 & March 17, 2004*

9.2 Mohawk College Council, March 8, 2004*

9.3 Occupational Health & Safety Committee Minutes

- **MSA Safety Committee, March 19, 2004***
- **Brantford Campus, March 24, 2004***

9.4 Board Log

9.5 Occupational Health & Safety Accident Statistics Report*

9.6 Mohawk College Report

Bryan Adamczyk stated that the minutes of the Occupational Health & Safety Committee for the MSA minutes should note the name of the people in attendance and not just their position. This will be done in the future.

The consent agenda items (9.1, 9.2, 9.3, 9.4, 9.5 and 9.6) were accepted for information.

10. ACKNOWLEDGEMENTS AND REPORTS

10.1 Program Review Committee Meeting, March 15, 2004

It was moved by Shawn Chamberlin and seconded by Tom Behroozi that the Program Review Committee minutes of March 15, 2004 be accepted for information. Carried unanimously. **[MOTION 360.O.10.1]**

10.2 Presidential Performance Evaluation Ad Hoc Committee Meeting, March 24, 2004

It was moved by Gary Beveridge and seconded by Kathy Verspagen that the Presidential Performance Evaluation Ad Hoc Committee minutes of March 24, 2004 be accepted for information. Carried unanimously. **[MOTION 360.O.10.2]**

10.3 Student Reports (MSA, SAC, MCACES, Alumni)

It was moved by Allan Greve and seconded by Brendan Ryan that the Student Reports be accepted for information. Carried unanimously. **[MOTION 360.O.10.3]**

11. INTERIM FINANCIAL/HUMAN RESOURCES' REPORTS

Monthly financial and human resources' reports will be presented to the Board in the near future.

12. COMMUNITY INFORMATION – COMMENTS & QUESTIONS

The President answered a question from Lyla Miklos regarding the College's relationship with past President Haddad.

13. DISCUSSION ITEMS

13.1 Advocacy Update

13.1.1 Email and Globe and Mail Campaign

The President distributed a copy of the Globe & Mail advertisement submitted by ACAATO on behalf of the colleges urging the Government of Ontario to recognize the need to invest in the college system.

13.1.2 Report for Infrastructure Grant

The ACAATO response to the Ministry of Public Infrastructure Renewal's Discussion Paper "Building a Better Tomorrow – Investing in Ontario's Infrastructure to Deliver Real, Positive Change" was distributed for information.

14. REPORT OF THE PRESIDENT

14.1 Enrollment Update

The Fall 2004 admissions report, dated April 7, 2004, was distributed for information.

14.2 KPI Information

The KPI (Key Performance Indicators) Report was distributed for information. The President stated that the report indicates that we need to improve our results and steps are being taken to make those improvements and to better inform students of the importance of completing the KPI questionnaires.

14.3 Stoney Creek Campus Update

The President provided an update on the Stoney Creek Campus project.

14.4 Fundraising Report

A fundraising report was distributed for the Board's information.

14.5 Apprenticeship Funding

The President commented on the \$1 million that Mohawk College has received from the Province for Apprenticeship training.

15. REPORT OF THE CHAIR

15.1 Election of Administrative Governor

The Chair announced that the new Administrative Governor replacing Kathy Verspagen as of September 1, 2004 is Pat MacDonald, Chair, CE Business and Human Services.

15.2 New Agenda Format

The Board decided to continue with the new agenda format.

16. INFORMATION ITEMS/UPCOMING MEETINGS

16.1 2003 Outstanding Business Achievement Awards

16.2 Popsicle Stick Bridge Building Competition Results

16.3 Letter from Applicant to Mohawk College

16.4 \$21,000 Grant to Mohawk College IT Centre from Bell Canada's Community Development Fund

16.5 Tuition Freeze

16.6 Finance Committee and Audit & Operational Review Committee Meetings, Friday, April 16, 2004, 7:45 a.m., Board Room, Fennell Campus

16.7 Program Review Committee, Tuesday, April 20, 2004, 7:45 a.m., Board Room, Fennell Campus

16.8 Presidential Performance Evaluation Ad Hoc Committee Meeting, Wednesday, April 21, 2004, 3 p.m., Board Room, Fennell Campus

16.9 Next Board of Governors' Meeting – Wednesday, May 12, 2004, 6 p.m. at the Mohawk/McMaster Institute for Applied Health Sciences

Items 16.1, 16.2, 16.3, 16.4 and 16.5 were distributed to the Board for information. Items 16.6, 16.7, 16.8 and 16.9 are upcoming Board meetings.

17. ADJOURNMENT

The Open Portion Board of Governors' meeting adjourned at 8:04 p.m. for discussion of in camera items.