

**BOARD OF GOVERNORS' MEETING**  
**(380<sup>th</sup> Meeting)**  
**STAFF LOUNGE, C110, FENNELL CAMPUS**  
**Wednesday, April 12, 2006**

**OPEN PORTION**

<b>1.</b>	<p><b>CALL TO ORDER</b> The Mohawk College Board of Governors' Open Portion meeting was called to order at 6:15 p.m.</p>
<b>2.</b>	<p><b>INTRODUCTION OF NEW GUESTS</b> Three students from the Office Administration – Executive Program were attending the meeting as part of an assignment: Evelyn Arana, Phuong Phung and Elizabeth Wiebe. Paul Chang and Michel de Jocas, consultants from ECS Corp., were introduced.</p>
<b>3.</b>	<p><b>ADDITIONS/DELETIONS TO THE AGENDA</b> Items were added to the agenda.</p>
<b>4.</b>	<p><b>CONFLICT OF INTEREST DECLARATIONS</b> 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 conflicts were declared.</p>
<b>5.</b>	<p><b>APPROVAL OF THE PREVIOUS MINUTES</b></p>
<b>5.1</b>	<p><b>Minutes of the 379<sup>th</sup> Open Portion Board Meeting (March 8, 2006)</b> It was moved by Brenda Davis and seconded by Brendan Ryan that the Board of Governors approve the minutes of the 379<sup>th</sup> Open Portion Board meeting of March 8, 2006. Carried. <b>(MOTION 380.O.5.1)</b></p>

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	Carolyn Johnson recommended that the minutes contain more detail in the future.
<b>5.2</b>	<b>Board Action Items/Follow-Up:</b> <ul style="list-style-type: none"><li>• Master Campus Plan (see item 7.1)</li><li>• Accident/Injury Statistics from Other Colleges (see item 9.1)</li></ul>
<b>6.</b>	<b>BOARD COMMITTEE REPORTS</b> No report.
<b>7.</b>	<b>STRATEGIC/DECISION ITEMS</b>
<b>7.1</b>	<b>Master Campus Plan – Fennell and Stoney Creek</b> Michel de Jocas and Paul Chang, Consultants with ECS Corp. outlined the Campus Master Plan for Fennell and Stoney Creek. The Master Plan for Fennell and Stoney Creek incorporates a combination of new building additions and existing building renovations. These include: a possibility of three new building additions, renovated school space and renovated and reallocated space at the Fennell Campus as well as two new building additions and renovated and reallocated space at the Stoney Creek Campus. The four phases of the Campus Master Plan are: <ol style="list-style-type: none"><li>1. campus space plan</li><li>2. architectural and engineering design</li><li>3. implementation proposal/approval by the Board of Governors and partners/establishment of finances</li><li>4. construction</li></ol> ECS Corp. have been engaged to do a Campus Plan for the Brantford Campus, which is expected to begin in the next few months.
<b>7.2</b>	<b>2006/2007 Fees</b> Catherine Drea and Dick Raha presented the proposed 2006/2007 Fees. The Tuition Fees are within the new Ministry Fee Guidelines. The Ancillary Fees are prepared in consultation with the Mohawk Students' Association.  In answer to a question about the average increase in fees for an “average” student, the increase would be approximately \$200 per year.

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Bryan Adamczyk stated that he had difficulty in supporting the increase in student fees since it contributes to the downloading of debt to the students. The President recognized this challenge and reported that the government recently announced revised strategies for student loans, which includes an increase to the base eligibility, an increase in loan forgiveness and an increase in loans for ancillary costs. One of the goals of the College's fundraising efforts is to raise more money for student bursaries.

Brendan Ryan said that he was concerned that students are charged fees, which are not initially obvious. The President responded that the College presents the fees to students in a format, which is specific to their program and outlines all the fees they will be charged.

In response to a question about Mohawk's position with respect to student fees, Dick Raha stated that Mohawk's fees are at par with other colleges in the system.

It was moved by Allan Greve and seconded by Pat McKay that the Board of Governors approve the following tuition fee increases to be effective September 1, 2006, which reflect no more than an averaged 5% increase to overall funded post secondary programming:

- ❑ Regular Post Secondary Programs with fees of \$1,820 (or less) to \$2,200 for two semesters – to be increased for the first program year by \$100 for two semesters, continuing program years to be increased by a maximum of 4%.
- ❑ Regular Post Secondary Program with fees exceeding \$2,200 for two semesters – to be increased for the first program year by a maximum of 4.5%, continuing program years to be increased by a maximum of 4%.
- ❑ High Demand Programs (formerly Additional Cost Recovery) to be increased for the first program year by a maximum of 8%, continuing program years to be increased by a maximum of 4%.
- ❑ One Year Post Graduate Certificate Programs to be increased up to a maximum of 8%.
- ❑ Tuition Short with regular fees of \$50.82 per week to be increased by a maximum of 4.5% to no more than \$53.11 per week.

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- ❑ Continuing Education funded program delivery with regular fees of \$4.34 per student contact hour to be increased to a maximum of 4.5% to no more than \$4.54 per student contact hour.
- ❑ Prior Learning Assessment and Recognition fee with regular fees of \$99.80 per assessment/challenge evaluation to be increased to a maximum of 4.5% to no more than \$104.29.
- ❑ International Full Time Fees (regular program fee of \$10,454 including ancillary fees) to be increased approximately 4.5% and International Part-time Continuing Education fees by approximately 11%.

Carried. **(MOTION 380.O.7.2.1)**

It was moved by Gary Beveridge and seconded by Martin van Zon that the Board of Governors approve the following “Compulsory Curriculum Related Incidental Fees” to be effective September 1, 2006:

- ❑ Co-op and Co-op Internship Fee - increase 8% from \$530.00 to \$572.00 per year
- ❑ Clinical Placement fee – increase 4.5% from \$730.00 to \$762.85
- ❑ Post Secondary Copyright Licensing Fee – increase approximately 3% from \$3.28 to \$3.38 for two semesters, effective September 1, 2006.
- ❑ Continuing Education Copyright Licensing Fee – increase approximately 3% from \$.0051 to \$.0052 per SCH (student contact hour) effective September 1, 2006.

Carried. **(MOTION 380.O.7.2.2)**

It was moved by Trent Jarvis and seconded by Pat McKay that the Board of Governors approve the following “Non Compulsory

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Incidental Fees” to be effective September 1, 2006:

- ❑ Parking Fees – increase to a maximum of 4.5% in “general” student and staff lots, preferred and daily lots to a maximum of 7.33%, no increase to evening permits.
- ❑ Residence Fee – increase from \$5,200 to a maximum of \$5,400 for two semesters.
- ❑ Exemption Processing Fee (new fee) - \$25.00 per single transaction/\$50.00 for multiple transactions

Carried. **(MOTION 380.O.7.2.3)**

It was moved by Gary Beveridge and seconded by Allan Greve that the Board of Governors approve the fee increases as presented below, effective September 1, 2006:

\*Compulsory Incidental Fees:

- ❑ Post Secondary General Service Fee – increase from \$133.10 to \$136.60 for 2 semesters, effective September 1, 2006.
- ❑ Student Activity Fee (MSA) – to increase from \$215.30 to \$232.00 for 2 semesters, effective September 1, 2006.

Carried. **(MOTION 380.O.7.2.4)**

**8. STRATEGIC/DISCUSSION ITEMS**

**8.1 McMaster-Mohawk Joint Venture – Bachelor of Technology Partnership**

Cheryl Jensen and Dr. Arthur Heidebrecht, Executive Director, McMaster-Mohawk Bachelor of Technology Partnership, presented the information on the McMaster-Mohawk Bachelor of Technology partnership. The Bachelor of Technology programs have two program models. The degree completion program model will be two years in length, starting in Fall 2006, and has been designed for graduates of Mohawk’s three-year Technology Diploma programs (or graduates from similar programs at other colleges). The program areas for

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the degree completion model are: Civil Engineering Infrastructure Technology, Computing and Information Technology and Manufacturing Technology. The second program model is integrated programs. This model leads to a diploma in Technology from Mohawk and a Bachelor of Technology from McMaster and students are accepted directly from secondary school. This would be a full time program, four years in length and Mohawk's Process Automation degree program is expected to move to this model in Fall 2006. The program areas for the integrated model are Process Automation, Biotechnology and Automotive Technology.

In answer to a question, Cheryl Jensen said that once these programs were started, the College would not be running the current applied degree programs.

**9. PERFORMANCE REPORTS**

**9.1 Health & Safety – Accident/Injury Report**  
The Accident/Injury Report was provided for information.

**9.2 Staffing Report**  
The Staffing Report was presented for information.

Further to a recommendation by Cindy Swanson, the President stated that the future Staffing Reports will include budgeted and actual numbers for trending purposes.

**9.3 Finance – Cumulative Revenue & Expenditure Report**  
The Cumulative Revenue & Expenditure Report was provided for information.

**9.4 KPI**  
Peter Dietsche presented the KPI report and highlighted some of the results and outlined the plans for improvement in the 2006/2007 data.

Peter stated that data on students moving from one institution to another is not available. Brendan Ryan stated that the government should have a mechanism for tracking students in their educational path regardless of what institution they attend and this information

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should be provided to the colleges.

The President stated that a further analysis of the data and the factors affecting the data would be provided to the Board in Fall 2006.

The recording secretary will provide the KPI data for the college system electronically to the Board members.

**10. PRESIDENT'S REPORT**

**10.1 One Stop Shopping Report**

The One Stop Shopping Report was provided to the Board for information. The One Stop Shopping Centre Committee reported the pilot project of a combined Registration and Payment Centre was a success and will continue to apply the lessons learned in the consultative change management process to other College areas that can contribute to improved levels of student success and satisfaction.

**10.2 Update on Work Stoppage/Mediation and Arbitration**

The President reported that an all staff meeting was held on the first day back after the Work Stoppage (March 7 to March 24, 2006) following which faculty and staff have worked hard to address student concerns and carry out the schedules for students' return to school. Arbitration dates have been set for late June, which will make it difficult to adjust faculty workloads in time for the Fall 2006 semester.

The Chair thanked the President, the Faculty and Staff for their handling of the Work Stoppage situation.

**10.3 2006 Bay Area Science & Engineering Fair, March 29 to April 1, 2006**

The President stated that the 2006 Bay Area Science & Engineering Fair was held at Mohawk College from March 29 to April 1, 2006. Mohawk is one of the sponsors of this event. Governor Martin van Zon volunteered the expertise of his company, Interkom Creative Marketing, to assist with marketing for the Fair.

**10.4. Change in Finance/Audit Committee Meeting Date**

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The April 18, 2006 Finance/Audit Committee meeting date has been changed to Thursday, April 27, 2006 at 8:00 a.m. in the Board Room. The change will allow the President more time to consider the implications of the Quality Improvement Fund, funding model and arbitration challenge. The budget will be discussed at the May 10, 2006 Board meeting.

**10.5 2005/2006 Access and Opportunities Strategy Funds**

The President reported that the following funds have been received:

- \$64,803 Aboriginal Access and Student Recruitment
- \$55,000 First Generation Research Funding
- \$22,000 Provincial Bursaries for First Generation students

**11. BOARD CHAIR'S REPORT**

**11.1 Approach to Grades 7 and 8 Students**

Brendan Ryan referred to an article in ACAATO's newsletter "Education That's Worth More" regarding a project by Lambton and St. Clair Colleges to connect with students in Grades 7 and 8 to make them more aware of colleges.

The President will provide a briefing note for a future Board meeting on the ways that Mohawk is connecting with elementary students to make them more aware of Mohawk.

**11.2 Faculty Governor Election Procedure**

Gaspare advised the Board that, for personal reasons, he has decided not to run for the Faculty Governor position in the current election. He expressed concern about the changes to the Faculty Governor election procedures. Changes were made to the procedure due to the Work Stoppage and the fact that it interrupted the election schedule.

Gaspare outlined his concerns as:

- Ballots that were issued did not have a space for a seconder. The procedures indicate that a seconder is required for each ballot.
- The nomination period was extended (strike began March 7, 2006 and originally Nominations were to close on March 10, 2006).
- Ballots have been sent out via internal mail rather than by external mail and this would exclude individuals on sabbatical, etc. He believes that the intent of the election procedures was to mail to the home.



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The President explained that the changes to the Faculty Governor election schedule were made by Joanne Echlin (the “Director” of the Election Procedures for Internal Governors), with the support of the President, the Chair and the Vice Chair of the Board, due to the interruption in the schedule caused by the Work Stoppage. The space for the seconder on the ballot was left off in error. Once this was identified, Joanne Echlin contacted all of the candidates to ensure that they all had seconds on their ballots. The mailing was done internally to save on mailing costs. It was posted on the College’s web page that the Faculty Governor election would be suspended until after the Work Stoppage. The change to the election schedule was brought to the Governance Committee member’s attention at their April 3, 2006 meeting, for their information.

Bryan Adamczyk stated that during a work stoppage everything stops. He said that it appeared that the College had acted in good faith to ensure the full participation of the Faculty in the election process.

It was moved by Gaspare Bonomo and seconded by Carolyn Johnson that the Board:

1. Direct the “Director” (of the Election Procedures for Internal Governors) to consider any nominations without a seconder to be defective.
2. Direct the “Director” (of the Election Procedures for Internal Governors) to consider any nominations received after March 10, 2006 to be defective.
3. Direct the “Director” (of the Election Procedures for Internal Governors) to mail ballots to the home address of Faculty (and not via internal mail).

The mover and seconder agreed to amend the motion by removing item 1.

Defeated. **(MOTION 380.O.11.2)**

Allan Greve suggested that the Election Procedures for Internal Governors (Policy B03 and ByLaw No. 1, Attachment A, Appendix 1, Schedule “A”) be reviewed by the Policy Committee.

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<b>12.</b>	<b>INFORMATION</b>
	Items 12.1, 12.2 and 12.3 were presented for information.
<b>12.1</b>	<b>Student Reports (MSA/SAC/MCACES/Alumni)</b>
<b>12.2</b>	<b>Program Postponements</b>
<b>12.3</b>	<b>Media Reports</b>
<b>13.</b>	<b>UPCOMING MEETINGS</b> <ul style="list-style-type: none"><li>• Children’s Safety Village of Brant Official Opening, May 13, 2006</li><li>• Program Development &amp; Renewal Committee, May 18, 2006</li><li>• Audit Committee &amp; Finance Committee, May 18, 2006</li><li>• ACCC Conference, May 27 – 31, 2006</li><li>• Audit Committee &amp; Finance Committee, June 8, 2006</li><li>• 2<sup>nd</sup> Annual Mohawk College Alumni Golf Classic, June 9, 2006</li><li>• Board Meeting &amp; Annual General Meeting, June 14, 2006</li><li>• Spring Convocations – June 21, 22, 23, 2006</li></ul>
	<b>NEXT MEETING</b> <b>Wednesday, May 10, 2006, 6:00 p.m.</b> <b>Staff Lounge, Fennell Campus, Mohawk College</b>
<b>14.</b>	<b>ADJOURNMENT/MOTION TO GO IN CAMERA</b> It was moved by Pat MacDonald and seconded by Pat McKay that the Board of Governors’ Open Portion meeting adjourn at 8:59 p.m. and the in camera (Closed Portion) meeting commence in 5 minutes. Carried. <b>(MOTION 380.O.14)</b>

# MOHAWK

COLLEGE OF APPLIED ARTS AND TECHNOLOGY

**BOARD OF GOVERNORS' MEETING**  
**(380<sup>th</sup> Meeting)**  
**STAFF LOUNGE, C110, FENNEL CAMPUS**  
**Wednesday, April 12, 2006**

**ATTENDANCE - OPEN PORTION**

**Board of Governors**

**Bronko Jazvac, Chair**  
**Bryan Adamczyk**  
**Gary Beveridge**  
**Gaspere Bonomo**  
**Brenda Davis**  
**Allan Greve**  
**Trent Jarvis**  
**Carolyn Johnson**  
**Pat MacDonald**  
**Pat McKay**  
**Brendan Ryan**  
**Cindy Swanson**  
**Martin van Zon**  
**MaryLynn West-Moynes, President**  
**Lacey Williams**

**Absent**

**Shawn Chamberlin**  
**Sharon Lax**  
**Brian Mullan**  
**Colin Osborne**

**Vice-Presidents/Executive Deans/Directors**

**Paul Armstrong, College Lead, President's Council on Quality Performance**  
**Ron Baskin, Director, Facilities Management & Construction**  
**Peter Dietsche, Vice President, Research, Commercialization and Institutional Quality**  
**Catherine Drea, Vice President, Student and Learning Services**  
**Joanne Echlin, Vice President, HR Staff Services**  
**Carolyn Gray, Vice President, Lifelong Learning & Brantford**  
**Kathy Hayes, Registrar**  
**Ronald Holgerson, Vice President, Marketing, Communications, Alumni & Development**  
**Cheryl Jensen, Executive Dean, Engineering Technology**

**Rosemary Knechtel, Executive Dean, Health Sciences & Human Services**  
**Debbie Logel Butler, Executive Director, Development & Alumni Relations**  
**Dick Raha, Vice President, Finance and Administration**  
**Jo-Anne Westerby, Acting Executive Director, IT**

**Observers**

**Anthony Cascella, Student (President, Mohawk Students' Association)**  
**Anthony D'Alessandro, Chair, Mohawk College Council**  
**Fred Deys, Faculty (President, Local 240)**  
**Karen Logan, President, Mohawk College Association for Continuing Education Students**  
**Kathy Maxwell, Support Staff (President, Local 241)**

**Guests**

**Evelyn Arana, Student, Office Administration – Executive Program**  
**Paul Chang, Consultant, ECS Corp.**  
**Michel de Jocas, Consultant, ECS Corp.**  
**Heather Giardine, Co-ordinator, Language Studies**  
**Anna Gris, Professor, Language Studies & Chief Steward, Local 240**  
**Dr. Arthur Heidebrecht, Executive Director, McMaster-Mohawk Bachelor of Technology Partnership**  
**Arun Jacob, Student (Incoming Student Governor)**  
**Rick Knowles, Professor, Mathematics Department**  
**Phuong Phung, Student, Office Administration – Executive Program**  
**Elizabeth Wiebe, Student, Office Administration – Executive Program**