

MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY

BOARD OF GOVERNORS' MEETING

(323rd Meeting)

BOARD ROOM, C111B , FENNEL CAMPUS, MOHAWK COLLEGE

Wednesday, December 8, 1999

Board of Governors

Jim Bethune, Chair

Bob Peeling, 1st Vice Chair

Tom Atterton

Tom Behroozi

Frans Brinkman

Linda Brown

Allan Davis

Olga Delvecchio

Fred Deys

Rebecca Jamieson

Jim Koyanagi

Lily Oddie

Catherine L. Rellinger, President (ex-officio)

Rick Sterne

Kathy Verspagen

Absent

Maxine Wypych

Observers

Dorleen Allen, Faculty

Steve Collins, Student (President, SAC)

Mary Franco, Support Staff

John Guilfoyle, Administration (President, MCASA)

Linda Marshall, Mohawk College Council

Lyla Myklos, Alumni

Bob Pando, Faculty

Vice-Presidents/Deans/Directors

Monique Arbour, Vice President, Finance & Administration

Hans Bastel, Dean, Engineering Technology

Louise Bockner, Dean, Business, Applied Arts & ACCESS

Steve Evans, Director, Human Resources

Wayne Garland, Associate Dean, Academic Operations

Shelagh Gill, Vice President, Academic

Cal Haddad, Vice President, Student Affairs

Anne Hemsworth, Vice President, Continuing Education & Business Development

Dick Raha, Executive Director, College Planning and Physical Resources

MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY

BOARD OF GOVERNORS' MEETING

(323rd Meeting)

BOARD ROOM, C111B, FENNEL CAMPUS, MOHAWK COLLEGE

Wednesday, December 8, 1999, 6:45 p.m.

OPEN PORTION

The Open Portion of the Board of Governors' meeting was called to order at 7:05 p.m.

1. Minutes of the 322nd Meeting

It was moved by Linda Brown and seconded by Olga Delvecchio that the minutes of the 322nd meeting be approved. Carried. (MOTION 323.0.1)

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. No conflict was declared.

3. Business Arising from the Minutes

3.1 OCAS Update (Ref. 322.0.6.1)

Frans Brinkman asked when the Board would be updated on OCAS. The President will provide this report under item 6.1.

2. Finance Committee Minutes (Ref. 322.0.5.5)

Jim Koyanagi stated that his comment recorded in the Finance Committee minutes of October 21, 1999 referred to the unionized workers employed for the Student Residence project and the fact that it is not expected that they will strike in the near future.

4. Chair's Remarks

1. The Chair referred to some correspondence addressed to the Board of Governors that was sent anonymously. The letters referred to the Board and the College Administration. The Chair stated that it is the decision of the Governance Committee on behalf of the Board of Governors that they will not consider anonymous letters and anyone wishing to express their concerns should use the proper channels at the College.
2. The Chair attended the Strategic Skills Investment Funding announcement on November 19, 1999 and the 25 Year Service Awards ceremony on November 30, 1999. Rebecca Jamieson attended the 10 Year Service Awards ceremony on November 24, 1999.

5. Board Committees' Reports

5.1 Fennell Campus Joint Occupational Health & Safety Committee,

September 22, 1999 and Brantford Campus Joint
Occupational

Health & Safety Committee, November 23, 1999

It was moved by Catherine Rellinger and seconded by Bob Peeling that the Fennell Campus Joint Occupational Health and Safety Committee minutes of September 22, 1999 and the Brantford Campus Joint Occupational Health and Safety Committee minutes of November 23, 1999 be accepted for information. Carried. (MOTION 323.0.5.1)

5.2 Mohawk College Council, November 8, 1999

It was moved by Catherine Rellinger and seconded by Olga Delvecchio that the Mohawk College Council minutes of November 8, 1999 be accepted for information. Carried. (MOTION 323.0.5.2)

5.3 Program Review, November 15, 1999

It was moved by Tom Atterton and seconded by Allan Davis that the Program Review Committee minutes of November 15, 1999 be accepted for information. Carried. (MOTION 323.0.5.3)

4. Advocacy Ad Hoc Committee, November 29, 1999

It was moved by Tom Atterton and seconded by Frans Brinkman that the Advocacy Ad Hoc Committee minutes of November 29, 1999 be accepted for information. Carried. (MOTION 323.0.5.4)

Tom Atterton clarified that the Advocacy Committee deals with advocacy issues and the Marketing and Public Relations Department of the College is responsible for marketing the College.

5. Audit & Operational Review Committee, December 3, 1999

It was moved by Rebecca Jamieson and seconded by Olga Delvecchio that the Audit and Operational Review Committee minutes of December 3, 1999 be accepted for information. Carried. (MOTION 323.0.5.5)

Monique Arbour stated that the operational review updates for the Student Affairs Division are not included in this group and the Marketing and Public Relations' update was provided earlier in 1999.

6. Finance Committee, December 3, 1999

It was moved by Olga Delvecchio and seconded by Frans Brinkman that the

Finance Committee minutes of December 3, 1999 be accepted for information. Carried. (MOTION 323.0.5.6.1)

It was moved by Olga Delvecchio and seconded by Tom Behroozi that the 1999/2000 1st Quarter (June) and 2nd Quarter (September) Budget Plan updates be accepted for information. Carried. (MOTION 323.0.5.6.2)

It was moved by Olga Delvecchio and seconded by Tom Atterton that the Budgeted Full-time Positions as of September 30, 1999 be accepted for information. Carried. (MOTION 323.0.5.6.3)

6. President's Report

6.1 Written Report

Item 1.20 of the President's Written Report for December 1999 was changed to read "The ESL Department will be partnering with Continuing Education to offer 30 **hour** courses in each...".

The President wrote to the Assistant Registrar following Rick Sterne's suggestion that students who receive OSOTF (Ontario Student Opportunity Trust Fund) awards be required to send thank you letters to the donors and this will be done in the future.

For the information of the Board, the President provided an OSOTF Schedule of Activities and Endowment Fund Balances for fiscal years 1996/97, 1997/98, 1998/99 and the period ending 99/09/30. Rick Sterne stated that he hoped the College would continue to seek the outstanding pledges even after the deadline (March 31, 2000) has passed.

It was moved by Catherine Rellinger and seconded by Allan Davis that the President's Written Report for December 1999 be accepted for information. Carried. (MOTION 323.0.6.1)

6.2 Program Title Change - Municipal Planning and Development Technician Program to **Community Planning and Development Technician Program**

It was moved by Catherine Rellinger and seconded by Tom Behroozi that the Municipal Planning and Development Technician Program be changed to Community Planning and Development Technician Program. Carried. (MOTION 323.0.6.2)

3. Other Business

0. The President reported that OCAS (Ontario College Application Service) has now gotten out of the business of system development and is limiting its services to processing applications for admission to Ontario's colleges.

The College is looking at alternative plans for systems that were previously supported by OCAS. The President stated that the College is currently evaluating

PeopleSoft and it is expected that the evaluation will be completed by February 2000.

For the information of the Board, the President distributed a memorandum that was sent to all administrative staff regarding the administrative staff compensation programme.

7. Student Association Reports

It was moved by Tom Behroozi and seconded by Fred Deys that the MSA (Mohawk Students' Association) Report, 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. (MOTION 323.O.7)

8. New Business Including Notices of Motion

1. Olga Delvecchio declared a conflict with respect to the Program Review meeting of December 11, 1999 and the review of the Computer Science & Information Technology programs due to the fact that her son is currently enrolled in this program. The conflict was noted.
2. Frans Brinkman reported that he and Maxine Wypych attended the "Maximizing Governance Potential" workshop by the Meridian Edge Group on December 3, 1999 and they both found it to be a very useful workshop. He suggested that the Governance Committee consider asking the Meridian Edge Group to arrange a session for the Board members at the February Retreat.

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

The next meeting of the Mohawk College Board of Governors is scheduled for Wednesday, February 9, 2000 in the Board Room, C111B, Fennell Campus, Mohawk College. The Open Portion Board meeting begins at 6:45 p.m. [Please note that no presentation will be held prior to the February 9th Board meeting.]

10. Adjournment

It was moved and seconded that the Open Portion of the Board of Governors' meeting adjourn at 8:10 p.m. (MOTION 323.O.10)