

**MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**BOARD OF GOVERNORS' MEETING**

**(349<sup>th</sup> Meeting)**

**BOARD ROOM, C111B, FENNEL CAMPUS, MOHAWK COLLEGE**

**Wednesday, February 12, 2003**

**ATTENDANCE**

**OPEN PORTION**

**Board of Governors**

**Tom Atterton, Chair**

**Tom Behroozi**

**Linda Brown**

**Shawn Chamberlin**

**Cal Haddad, President**

**Rebecca Jamieson**

**Trent Jarvis**

**Bronko Jazvac**

**Carolyn Johnson**

**Rick Knowles**

**April Nederlof**

**Cindy Swanson**

**Kathy Verspagen**

**Absent**

**Gary Beveridge**

**Rick Sterne**

**Observers**

**Gaspare Bonomo, Faculty**

**Greg Cormier, Chair, Mohawk College Council**

**Fred Deys, Faculty (President, Local 240)**

**Nathan Fehrman, Student (President, MSA)**

**John Guilfoyle, Administration (President, MCASA)**

**Krysia Iwanek, President, Mohawk College Alumni Association**

**Michelle Zorzi, Student (President, SAC)**

**Vice-Presidents/Deans/Directors**

**Doug Baker, Dean, Brantford & Applied Arts**

**Alan Clay, Director, Marketing & Public Relations**

**Shelagh Gill, Vice President, Academic**

**Carolyn Gray, Vice President, Student and Community Services**

**Linda Marshall, Corporate Services Officer**

**Donna McMillan, Dean, Continuing Education**

**Dick Raha, Vice President, Finance & Administration**

**Jo-Anne Westerby, Director, Learning Resources**

**Guests**

**Suzanne Clancy, Vice President, Local 240**

**Anna Gris, Chief Steward, Local 240**

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**(349<sup>th</sup> Meeting)**

**BOARD ROOM, C111B, FENNEL CAMPUS MOHAWK COLLEGE**

**Wednesday, February 12, 2003, 6:00 p.m.**

**OPEN PORTION**

The Open Portion Board of Governors' meeting was called to order at 6:20 p.m.

**1. Minutes of the 348<sup>th</sup> Meeting**

It was moved by Carolyn Johnson and seconded by Trent Jarvis that the minutes of the 348<sup>th</sup> meeting (December 11, 2002) be approved. Carried unanimously. **(MOTION 349.O.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. Chair's Remarks**

The Chair informed the Board of the following items:

- Winter Convocations, Friday, February 14, 2003, 3 p.m. and 7:30 p.m. in the McIntyre Theatre, Fennell Campus
- Canada-India Linkage Project – Senior Administrators from several Indian Universities visited Mohawk College last week and the Chair and Rick Knowles spoke to them about governance.
- The Chair congratulated Fred Deys on his reappointment to the HECFI Board and his election as Chair of that Board.

**CONSENT AGENDA**

**4. Chair's Written Report**

It was moved by Shawn Chamberlin and seconded by Rebecca Jamieson that consent agenda items 4, 5, 6.2, 6.3, 6.4 and 7 be accepted for information. Carried unanimously. **(MOTION 349.0.4)**

**5. Board Log**

It was moved by Shawn Chamberlin and seconded by Rebecca Jamieson that consent agenda items 4, 5, 6.2, 6.3, 6.4 and 7 be accepted for information. Carried unanimously. **(MOTION 349.0.5)**

## 6. Reports/Minutes

### 6.2 Mohawk College Council, January 13, 2003

It was moved by Shawn Chamberlin and seconded by Rebecca Jamieson that consent agenda items 4, 5, 6.2, 6.3, 6.4 and 7 be accepted for information. Carried unanimously. **(MOTION 349.0.6.2)**

### 6.3 Audit & Operational Review Committee, January 29, 2003

- **College Operational Plans**

It was moved by Shawn Chamberlin and seconded by Rebecca Jamieson that consent agenda items 4, 5, 6.2, 6.3, 6.4 and 7 be accepted for information. Carried unanimously. **(MOTION 349.0.6.3)**

### 6.4 Mohawk College Report, February 2003

It was moved by Shawn Chamberlin and seconded by Rebecca Jamieson that consent agenda items 4, 5, 6.2, 6.3, 6.4 and 7 be accepted for information. Carried unanimously. **(MOTION 349.0.6.4)**

## 7. Student Association Reports

It was moved by Shawn Chamberlin and seconded by Rebecca Jamieson that consent agenda items 4, 5, 6.2, 6.3, 6.4 and 7 be accepted for information. Carried unanimously. **(MOTION 349.0.7)**

## DISCUSSION/DECISION AGENDA

### 6.1 Occupational Health & Safety Committee Minutes: Stoney Creek Campus, October 10, 2002 Fennell Campus, November 20, 2002 Brantford Campus, January 21, 2003

This item was moved from the Consent Agenda to the Discussion/Decision Agenda.

Kathy Verspagen asked that, in the future, all Occupational Health & Safety Committee minutes contain consistent reporting of major and minor accidents, along with a definition. John Guilfoyle stated that the Fennell Campus minutes contain the correct definition of major and minor accidents.

Rick Knowles expressed concern about the volume of the new fire alarm system since he is unable to hear it in his office (E212A). He suggested that the volume be increased. Dick Raha said that the College is investigating this concern with the fire alarm supplier although the volume of the system does meet the international standard.

It was moved by Rick Knowles and seconded by Linda Brown that the Occupational Health & Safety Committee minutes for the Stoney Creek Campus, October 10, 2002, Fennell Campus, November 20, 2002 and the Brantford Campus, January 21, 2003 be accepted for information. Carried unanimously. **(MOTION 349.0.6.1)**

## REGULAR AGENDA

### 8. Business Arising from the Minutes

#### 8.1 Clarification Regarding Required Board Approvals (Ref. 348.O.9.1.3)

The Chair suggested that positioning of space planning and potential building projects within the Strategic Plan would also assist with approval of unbudgeted projects over one million dollars.

The Board agreed with the recommendation regarding clarification regarding required Board of Governors' approval of projects (major capital projects which are an unbudgeted expenditure) over one million dollars.

### 9. Committee Reports

#### 9.1 Audit & Operational Review Committee, January 29, 2003

- **Audit Tender Recommendation**

It was moved by Tom Atterton and seconded by Linda Brown that the appointment of BDO Dunwoody LLP be approved as the external auditor of Mohawk College of Applied Arts and Technology for a five year term starting with the fiscal year 2003/2004, subject to annual review and appointment. Carried unanimously. **(MOTION 349.O.9.1)**

#### 9.2 Governance Committee, February 4, 2003

- **Mohawk Progress Review Report**

The Chair extended the Board's appreciation to all those people who responded to the Mohawk Progress Review. He reported that the Mohawk Progress Review Report from PricewaterhouseCoopers LLP has been accepted by the Board, a target date of September 1, 2003 has been set for the naming of the next President of Mohawk College and the Presidential Search Committee established at the May 2002 Board meeting has been disbanded and a new committee will be formed in consultation with the consultant hired for the Presidential Search. The Board is in the final stages of identifying the consultant to conduct the Presidential Search.

The Chair stated that he would send out an all College email in the next few days outlining the results of the Mohawk Progress Report along with the Executive Summary of the Report. He summarized the Report as identifying that there has been an improvement in the environment at the College in the last year and a half and the role that the current President has played in making that happen. The Report also identified that the search for the next President should take place in the near future.

### 10. President's Report

#### 10.1 "X" Centre Status Report

The President reported that the "X" Centre status report indicates a 5 week slippage in the scheduled completion but the substantial completion date is still expected to be August 15, 2003. He reported that contingency plans are underway.

## **10.2 Health, Safety and Environmental Issues Report**

No issues to report.

## **10.3 Fundraising Report**

The President reported that the family campaign was launched this week at the Fennell Campus, Brantford Campus, Stoney Creek Campus and the IAHS. Ron Foxcroft, Tony Battaglia and Brian Mullen have agreed to join the Fundraising Advisory Committee.

It was noted that anyone who contributes to the GVES (Grand Valley Educational Society) Student Lounge fundraising campaign will be given credit as having contributed to the College's fundraising campaign.

## **10.4 Other Business**

### **Mohawk College United Way Campaign**

The President reported that the College's United Way Campaign received two awards from the United Way of Burlington, Hamilton-Wentworth – the Award of Excellence for Employee Campaign Co-ordinator (Linda Marshall) and the Award of Excellence for Planning Committee.

### **ITALs**

The President reported that the Minister of Training, Colleges and Universities has given permission for the establishment of ITALs (Institutes of Technology and Advanced Learning).

It was moved by Tom Behroozi and seconded by Trent Jarvis that the President's Report be accepted for information. Carried unanimously.

**(MOTION 349.O.10)**

## **11. Long Range Strategic Planning**

The Chair stated that there would be a discussion at the next Program Review Committee meeting on the schedule of Board meetings to co-ordinate with budget approval, the academic plan and visits to the other campuses.

## **12. Verbal Updates**

- **Committee Chairs**
- **MSA**
- **SAC**
- **MCACES**
- **Mohawk College Alumni Association**

The verbal updates were received.

## **13. Questions of the Day**

No report.

## **14. New Business (Including Notices of Motions)**

No report.

**15. Next Meeting Date – March 12, 2003**

The next meeting of the Mohawk College Board of Governors is scheduled for Wednesday, March 12, 2003. The Open Portion meeting begins at 6 p.m. in the Board Room, C111B, Fennell Campus.

**16. Adjournment**

It was moved and seconded that the Open Portion Board of Governors' meeting adjourn at 7:07 p.m. Carried unanimously. **(MOTION 349.O.16)**