

MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY
BOARD OF GOVERNORS' MEETING
(358th Meeting)
BOARD ROOM, C111B, FENNEL CAMPUS, MOHAWK COLLEGE
Wednesday, February 11, 2004

ATTENDANCE
OPEN PORTION

Board of Governors

Rick Sterne, Chair
Bryan Adamczyk
Gary Beveridge, Treasurer
Gaspere Bonomo
Linda Brown
Shawn Chamberlin
Brenda Davis
Trent Jarvis
Bronko Jazvac, Vice Chair
Carolyn Johnson
Sharon Lax
April Nederlof
Cindy Swanson
Martin van Zon
Kathy Verspagen
MaryLynn West-Moynes, President

Absent

Tom Behroozi
Allan Greve
Brendan Ryan

Observers

Greg Cormier, Chair, Mohawk College Council
Fred Deys, Faculty (President, Local 240)
Krycia Iwanek, President, Mohawk College Alumni Association
Jady Klyve, Student (President, MCACES)
Tansy Ko, Student (President, MSA)
John Pooler, Support Staff (President, Local 241)
Kyle Smith, Student (President, SAC)

Vice-Presidents/Deans/Directors

Doug Baker, Brantford & Applied Arts
Louise Bockner, Dean, Business & International Education
Bill Brimley, Chair, Mathematics and Chemical Engineering & Environmental Technology
Alan Clay, Director, Marketing & Public Relations
Joanne Echlin, Director, Human Resources
Wayne Garland, Associate Dean, Academic Operations
Shelagh Gill, Vice President, Academic
Carolyn Gray, Vice President, Student and Community Services
Cheryl Jensen, Dean, Engineering Technology
Debbie Logel Butler, Director, Community Relations & Advancement
Linda Marshall, Manager, Alumni Affairs & Corporate Services
Catherine Peterson, Director, Purchasing & Financial Planning
Dick Raha, Vice President, Finance & Administration
Dr. Ishwar Singh, Chair, Electrotechnology
Greg Unrau, Chair, Communications Media
Jo-Anne Westerby, Director, Learning Resources

Guests

Anna Gris, Chief Union Steward, Local 240

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OPEN PORTION

The Open Portion Board of Governors' meeting was called to order at 6:09 p.m.

1. **Minutes of the 357th Meeting (December 10, 2003)**
It was moved by Martin van Zon and seconded by Brenda Davis that the minutes of the 357th meeting (December 10, 2003) be approved. Carried unanimously.
(MOTION 358.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**
 - 3.1 **Interkom Creative Marketing Award**
The Chair congratulated Martin van Zon on his company, Interkom Creative Marketing, receiving an award from the Canadian Urban Transit Association.

 - 3.2 **MEC Enlarged**
The Chair advised the Board that the President has added Louise Bockner, Dean of Business and International Education and Wayne Garland, Associate Dean of Academic Operations to the membership of MEC in order to support Shelagh Gill, Vice President, Academic, while she is Chairing the College Academic Bargaining Committee.

 - 3.3 ***Shaping the Future Campaign T.G.I.W. Event***
The Chair congratulated Linda Marshall and Debbie Logel Butler for organizing today's *Shaping the Future Campaign T.G.I.W.* event.

 - 3.4 The Chair mentioned the following events/activities:
 - January 4, 2004 Board of Governors' Farewell Dinner for Cal Haddad.
 - Hamilton Citizen of the Year Awards Dinner with guest speaker President West-Moynes.
 - The Board Chair and Vice Chair will be speaking with all Board members to request their participation in the College's fundraising campaign.

CONSENT AGENDA

4. **Board Log**
5. **Reports/Minutes**
 - 5.1 **Labour Advisory Committee, September 11, 2003**
 - 5.2 **Aboriginal Education Council, October 8, 2003**
 - 5.3 **Occupational Health & Safety Committees**
 - Residence & Conference Centre, September 24, 2003 & January 28, 2004
 - IAHS, October 24, 2003
 - Stoney Creek Campus, December 4, 2003
 - Brantford Campus, January 20, 2004
 - 5.4 **Mohawk College Council, January 12, 2004**
 - 5.5 **Program Review, December 15, 2003**

Bryan Adamczyk's name is to be added to the attendance list.
 - 5.6 **Governance Committee, January 20, 2004**
 - **Approve the recommendation to subsidize Governors able to attend the 2004 ACCC Conference**

It was moved by Shawn Chamberlin and seconded by Martin van Zon that the recommendation from the Governance Committee to subsidize the attendance of any Governor wishing to attend the 2004 ACCC Conference be approved. Carried unanimously. **(MOTION 358.O.5.6)**
 - 5.7 **Mohawk College Report, February 2004**
6. **Student Association Reports**

It was moved by Carolyn Johnson and seconded by Gary Beveridge that items 4, 5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7 and 6 be accepted for information. Carried unanimously. **(MOTION 358.O.4-6)**

DISCUSSION/DECISION AGENDA

No items were moved from the consent agenda to the discussion agenda.

REGULAR AGENDA

7. **Business Arising from the Minutes**
 - 7.1 **Pre-Technology Program Proposal (Ref. 357.O.9.3)**

It was moved by Trent Jarvis and seconded by Linda Brown that the response from the Dean of Engineering Technology to Brendan Ryan's comments regarding the Pre-Technology program proposal be accepted for information. Carried unanimously. **(MOTION 358.O.7.1)**

8. Committee Reports

8.1 Audit & Operational Review Committee, January 29, 2004

Bryan Adamczyk asked a question about the Ministry's plan that all institutions with a 2003 default rate greater than 25% will be required to pay the cost of defaults above 25% based on loans issued in 2004/05 for all programs offered in 2004/05. The President responded that, at this time, the Ministry has not put this plan into effect.

It was moved by Shawn Chamberlin and seconded by Bronko Jazvac that the minutes of the January 29, 2004 Audit & Operational Review Committee meeting be accepted for information. Carried unanimously. **(MOTION 358.O.8.1)**

8.2 Finance Committee, January 29, 2004

It was moved by Martin van Zon and seconded by Kathy Verspagen that the minutes of the January 29, 2004 Finance Committee meeting be accepted for information. Carried unanimously. **(MOTION 358.O.8.2.1)**

It was moved by Kathy Verspagen and seconded by Shawn Chamberlin that the 2003/2004 Budget Plan December 31, 2003 (3rd Quarter Review) be accepted for information. Carried unanimously. **(MOTION 358.O.8.2.2)**

It was moved by Linda Brown and seconded by Martin van Zon that the 2004/2005 Preliminary Budget Development document be received for information. Carried unanimously. **(MOTION 358.O.8.2.3)**

It was moved by Trent Jarvis and seconded by Sharon Lax that the compulsory non-tuition related incidental fees, incidental fees (non-compulsory) and incidental fee for provision of goods, consideration or tangible service be approved effective September 1, 2004. Carried unanimously. **(MOTION 358.O.8.2.4)**

It was moved by Kathy Verspagen and seconded by Gary Beveridge that the new compulsory non-tuition related incidental fees be approved effective September 1, 2004. Carried unanimously. **(MOTION 358.O.8.2.5)**

It was moved by Kathy Verspagen and seconded by Martin van Zon that the increase in the tuition fees for post-basic 1 year programs by approximately 25% effective September 1, 2004 be approved. Carried unanimously. **(MOTION 358.O.8.2.6)**

It was moved by Martin van Zon and seconded by Bronko Jazvac that the increase in tuition fees for existing post secondary programs identified to meet the Ministry criteria as "Additional Cost Recovery" by a range of 1.4% to 52.11% effective September 1, 2004 be approved. Carried unanimously. **(MOTION 358.O.8.2.7)**

It was moved by Martin van Zon and seconded by Shawn Chamberlin that the increase in the clinical placement fee by 2% effective September 1, 2004 be approved. Carried unanimously. **(MOTION 358.O.8.2.8)**

It was moved by Shawn Chamberlin and seconded by Sharon Lax that the increase in the co-operative education and co-operative internship fees by approximately 5% effective September 1, 2004 be approved. Carried unanimously. **(MOTION 358.O.8.2.9)**

It was moved by Carolyn Johnson and seconded by Martin van Zon that the introduction of a copyright fee of \$3.20 per FTE (full time equivalent) student (less than full time will be pro-rated) for all post secondary, applied degree, B.ScN., continuing education, tuition short and apprenticeship students be approved. Carried unanimously. **(MOTION 358.O.8.2.10)**

The motion regarding the introduction of an OLRN site licensing fee for degree nursing students was withdrawn.

The President expressed her thanks to the students for approving the fee increases and to the Vice President, Student & Community Services and her team for their work in developing and explaining the fee increases.

The President reported that the MSA has made a commitment of \$25 per student for the next 5 years (totaling \$1,250,000) to the Shaping the Future campaign.

9. President's Report

9.1 Information Technology Centre Update

The Vice President, Finance and Administration reported that, with the exception of a few minor details, the IT Centre is complete. This will be the last update on the IT Centre.

Bronko Jazvac thanked Dick Raha and his team for their efforts in successfully completing the IT Centre.

9.2 Health, Safety and Environmental Issues Report

There were no issues to report.

9.3 Fundraising Update

Debbie Loge Butler reported that over \$5 million in confirmed and verbal pledges has been raised and the family campaign is now at \$153,729 (surpassing their \$150,000 goal). Some cultivation breakfast meetings are being arranged with the President, Board members and representatives from business and industry.

9.4 Program Proposals:

• Police Foundations – Intensive Program

It was moved by Sharon Lax and seconded by Gary Beveridge that the Police Foundations – Intensive program be approved. Carried unanimously. **(MOTION 358.O.9.4.1)**

- **CAD/CAM Automated Machining and Design Program**

It was moved by Bryan Adamczyk and seconded by Gary Beveridge that the CAD/CAM Automated Machining and Design program be approved. Carried unanimously. **(MOTION 358.O.9.4.2)**

- **Biotechnology Technician Program**

It was moved by Brenda Davis and seconded by Trent Jarvis that the Biotechnology Technician program be approved. Carried unanimously. **(MOTION 358.O.9.4.3)**

- **Graduate Certificate in Public Relations Program**

It was moved by Shawn Chamberlin and seconded by Martin van Zon that the Graduate Certificate in Public Relations program be approved. Carried unanimously. **(MOTION 358.O.9.4.4)**

9.5 Facilitated Admission for First Nations Students – Executive Summary

It was moved by Linda Brown and seconded by Sharon Lax that the Facilitated Admission for First Nations Students Executive Summary be accepted for information. Carried unanimously. **(MOTION 358.O.9.5)**

9.6 Burlington Post Secondary Presence

The President reported that she and the Provost of McMaster University were invited to a breakfast meeting with the Mayor of Burlington to discuss a post secondary presence in the Burlington area.

9.7 Laptop Update

Shelagh Gill reported that a pilot project to provide laptop computers to students in the Broadcast Journalism, Web Technician and Process Automation Applied Degree programs was begun this winter and the students are very pleased with the computers.

9.8 Advocacy Update

The President provided an update on advocacy.

9.9 CAAT Pension Plan

Joanne Echlin reported that the CAAT Pension Plan would be increasing contribution rates by 1.5% for both the College and members as of January 1, 2004

9.10 Support Staff Contract

It was moved by Cindy Swanson and seconded by Brenda Davis that the report on the support staff contract implementation be accepted for information. Carried unanimously. **(MOTION 358.O.9.10)**

9.11 Faculty Negotiations

- **Contingency Plans**

Joanne Echlin reported that the parties involved met in January 2004 and no agreement was reached. A strike vote will be taken on February 17, 2004 and a tentative strike date has been set for March 3, 2004. It is expected that negotiations will resume sometime after the strike vote.

The President reported that contingency plans are being made in the event of a work stoppage.

9.12 Other Business

Preliminary Application Report

The President reported that OCAS (Ontario College Applications System) reports that enrollment throughout the college system is down by 13 to 14% and applications at Mohawk College are 1% lower than the system average. OCAS is having considerable process difficulties, which may or may not be impacting these figures.

At Mohawk, steps are being taken to counter the decline such as increasing the printed material going out to students in a format that parents are able to read, increasing advertising and making telephone calls.

The President will provide a more detailed report at the March Board meeting.

10. Long Range Strategic Planning

The Strategic Advance is confirmed for Sunday, March 28 and Monday, March 29, 2004 (location to be confirmed).

11. Verbal Updates

- **Committee Chairs**

Bronko Jazvac, Chair, Program Review Committee, stated that the update on the program review process is scheduled to take place in May 2004.

- **Mohawk College Council**

- **MSA**

- **SAC**

- **MCACES**

- **Mohawk College Alumni Association**

The verbal updates were provided for information.

12. Questions of the Day

Winter Convocations

Governors were reminded of the Winter Convocations scheduled for Friday, February 13, 2004 (3 p.m. and 7 p.m.) and Saturday, February 14, 2004 (10 a.m.) in the McIntyre Theatre, Fennell Campus.

MoCoMotion (Portal) Training for Board Members

Governors will be contacted to set up training sessions on the new MoCoMotion portal.

13. New Business (Including Notices of Motions)

13.1 Employment Stability

It was moved by Trent Jarvis and seconded by Shawn Chamberlin that the recommendation to support a two year employment stability commitment to full time Mohawk College staff during the period of April 1, 2004 to March 31, 2006 be approved. Carried unanimously. **(MOTION 358.O.13.1)**

13.2 Privacy Act

Joanne Echlin reported that it is expected that the College will be in compliance with the Privacy Act by June 2004.

13.3 Ministry of Training, Colleges and Universities' College Governance and Accountability Project

The President advised the Board of a Ministry of Training, Colleges and Universities/Ministry of Finance/Association of Colleges of Applied Arts and Technology of Ontario/College Compensation and Appointments Council project on College Governance and Accountability Capacity Enhancement. The project will build alliances and strengthen partnerships to support ongoing development and continuous improvement in governance and accountability capacity within the broader public sector.

14. Next Meeting Date

The next meeting of the Mohawk College Board of Governors is scheduled for Wednesday, March 10, 2004 at 6:00 p.m. in the Board Room, C111B, Fennell Campus.

15. Adjournment

The Open Portion Board meeting was temporarily adjourned at 7:45 p.m. for discussion of in camera items.