

## **BOARD OF GOVERNORS' MEETING**

(397<sup>th</sup> Meeting)

## **FENNEL CAMPUS, MOHAWK COLLEGE**

Wednesday, February 13, 2008

### **OPEN PORTION**

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| <b>1.</b>  | <b>CALL TO ORDER</b><br>Following a brief tour of the Fennell Campus (specifically access to I, E, F, C Wings, the gym, the McIntyre Theatre, the Library, the cafeteria and open access), the Mohawk College Open Portion Board of Governors' meeting was called to order at 6:20 p.m.              |
| <b>2.</b>  | <b>INTRODUCTION OF NEW GUESTS</b><br>Ronald Holgerson introduced two students from the Office Administration program: Karen Epple and Jenna Siegfries.   |
| <b>3.</b>  | <b>ADDITIONS/DELETIONS TO THE AGENDA</b><br>There were no items added to or deleted from the agenda.   |
| <b>4.</b>  | <b>CONFLICT OF INTEREST DECLARATIONS</b><br>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.   |
| <b>5.</b>  | <b>APPROVAL OF THE PREVIOUS MINUTES</b>  |
| <b>5.1</b> | <b>Minutes of the 396<sup>th</sup> Open Portion Board Meeting (January 9, 2008)</b><br>It was moved by Bryan Adamczyk and seconded by Sharon Lax that the Board of Governors approve the minutes of the 396 <sup>th</sup> Open Portion Board meeting of January 9, 2008. Carried. (MOTION 397.O.5.1) |

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**6. BOARD COMMITTEE REPORTS**

**6.1 Program Development & Renewal Committee, January 24, 2008**

The minutes of the January 24, 2008 Program Development & Renewal Committee meeting were presented for information.

**6.2 Audit Committee, February 7, 2008**

Sharon Lax provided a brief overview of the February 7, 2008 Audit Committee meeting. The draft minutes will be presented to the Board at the March 12, 2008 meeting.

**6.3 Finance Committee, February 13, 2008**

Pat McKay provided a brief overview of the February 13, 2008 Finance Committee meeting. The draft minutes will be presented to the Board at the March 12, 2008 meeting.

**7. STRATEGIC/DECISION ITEMS**

**7.1 Board Statutory Liability Report (for the period ending December 31, 2007)**

It was moved by Ty Shattuck and seconded by Pat McKay that the Board of Governors approve the Board Statutory Liability Report for the period ending December 31, 2007. Carried. **(MOTION 397.O.7.1)**

**7.2 Program Development & Renewal Committee**

It was moved by Brendan Ryan and seconded by Pat McKay that the Board of Governors approve the following program proposals and program name changes:

- **Canadian Workplace Culture 2008-09**
- **General Arts and Science 2008-09**
- **Graphics, Print and Production Fundamentals 2009-10**
- **Art and Script Fundamentals 2009-10**
- **Business Foundations 2009-10**
- **Computer Systems Technician – Software Support 2008-09 (program name change)**
- **Computer Systems Technology – Software Development 2009-10 (program name change)**

Carried. **(MOTION 397.O.7.2)**

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### **Finance Committee - 2008/09 Tuition, Ancillary & Incidental Fees**

The 2008/09 Tuition, Ancillary and Incidental Fees were discussed at the Finance Committee meeting held prior to the Board meeting.

The following questions were asked and answered:

Q: What is the total approximate increase in fees to students?

A: Approximately 5% which is about \$120.

Q: What is the approximate tuition fee increase average?

A: Approximately 4.5 to 5% which is about \$100 and \$200 for tuition fees that are increasing by 8%.

Q: What is the average fee increase in the college system?

A: No college can increase fees overall for an amount greater than 5%. Most will increase as close to 5% as possible.

Q: Do we have any undergraduate programs with an 8% increase in tuition fees?

A: Yes. [*Journalism – Print & Broadcasting, Visually Impaired, Diagnostic Medical Cardiac Sonography, Public Relations, Practical Nursing, Advanced Security Management, Autism & Behavioural Science, Preparatory Music, Applied Music, Advanced Police Studies, Independent Digital Video Production, Business Management & Organizational Leadership, Packaging, Graphics & Business Management, Registered Nurse First Assistant*]

The President stated that the MSA (Mohawk Students' Association) worked very closely with College staff on the 2008/09 tuition, ancillary and incidental fees and congratulated all involved for an improved process of collaboration.

It was moved by Pat McKay and seconded by Brendan Ryan that the Board of Governors approves the following Tuition fee increases to be effective September 1, 2008 which reflect no more than an averaged 5% increase to overall funded Post Secondary programming as follows:

Regular Post Secondary Programs with fees of \$2,020 (or less) for two semesters – be increased for the first program year by \$100 for two semesters, continuing program years to be increased year over year by a maximum of 4%.

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Regular Post Secondary Programs with fees exceeding \$2,020 for two semesters – to be increased for the first program year by a maximum of 4.5%, continuing program years to be increased year over year by a maximum of 4%.  
High Demand Programs to be increased for the first program year by a maximum of 8%, continuing program years to be increased year over year 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 \$55.99 per week to be increased up to the maximum of 4.5% to no more than \$57.99.  
Continuing Education funded program delivery with regular fees of \$4.74 per student contact hour be increased up to the maximum of 4.5% to no more than \$4.95 per student contact hour.  
Prior Learning Assessment and Recognition fee with regular fees of \$108.50 to no more than \$113.38.

The approval of “Compulsory Curriculum Related Incidental Fees” to be effective September 1, 2008 as follows:

Co-op and Co-op Internship Fee – The Co-op fee provides one co-op term placement for \$450.00 – no change from last year.  
Clinical Placement Fee – increase 4.5% from \$797.85 to \$833.50.

The approval of “Non Compulsory Incidental Fees” to be effective September 1, 2008 as follows:

Residence Fee – increase from \$5,400 to \$5,500 for two semesters.

The approval of the following “Compulsory Incidental Fees” to be effective September 1, 2008 as approved by the Mohawk Students’ Association at their January 30, 2008 meeting. Compulsory Incidental Fees are subject to approval of both the Board of Governors and the student government, as per Ministry policy and established protocols.

General Service Fee (GSF) – increase by 3% from \$147.00 to not more than \$151.41 per two semesters.  
Student Information Technology Fee (SITE) – increase by 3% from \$128.00 to \$132.00 per two semesters.  
Student Activity Fee (MSA) – increase from \$236.00 to \$240.00 per two semesters.  
Early Assessment Fee of \$35.00 – no change from last year.  
Alumni Fee – \$20.00 per two semesters – no change from last year.

Carried. **(MOTION 397.O.7.3)**

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It was noted that increases to parking fees will follow the three year plan presented last year and will be brought to the Finance Committee as part of the overall 2008-2009 budget proposal.

**8. STRATEGIC/DISCUSSION ITEMS**

**8.1 Presentation – Fennell Campus Master Plan**

Thom Pratt of Diamond & Schmitt Architects Inc. made a presentation to the Board on the Fennell Campus Master Plan.

Dale Schenk introduced the planning process as follows.

In February 2006, the Board was presented with and approved a four step process:

1. Space plan to be conducted by ECS.
2. Architectural and engineering design.
3. Implementation and proposal.
4. Construction.

- ECS determined that the Fennell Campus was being utilized 70% (before the co-op term in the summer and fall/winter teaching was instituted); therefore, it is higher now. The conclusion was that more space and better use of the space was needed.
- Fennell Campus:
  - 66 acres/ 685,000 sq.ft./ 1 main building with 8 wings/ 340 bed residence/ Alumni House/ 4 portables/ 3 service buildings/ 7,000 postsecondary students/ 415 apprentices/ 653 staff

Priorities given to Architect:

1. Integration of student services.
2. Learning commons (library, open access).
3. Cafeteria renovation.
4. Gym addition (used for eating, gathering, study, events).
5. School of Business.
6. Technology lab modernization.
7. Music and Media Studies.
8. Distinguish front entrance “You have arrived.”

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9. Better internal flow.
10. Large functional space.

The President stated that:

- Growth this year was by 4.5% and expect 4% growth next year.
- Hired Diamond & Schmitt Architects Inc.
- Steering Committee has met weekly for the last 6 months and biweekly before that to accomplish the priorities.
- Tonight's presentation is about the "possibility" not a final plan and it's about "building the dream".

Thom Pratt stated that:

- Discussions began in September 2007.
- There are a number of challenges and opportunities.
- Theatre is at the centre of the Fennell Campus.
- The College has grown but not provided space for community.
- There is a need to create a gathering area for students to study, a centre for student interchange and widen the connections from C and E wings.
- Recommends that the building be sprinklered as work is done.
- Recommends that the brick be replaced with glass to open it up.
- Asbestos must be removed.
- There are heating/ventilation problems.
- The "bones" of the building are strong and worth rebuilding.

The President stated that there are three options for staging the changes:

- Provide an alternate location.
- Provide portables between April and August.
- Build new space.

Thom Pratt discussed changes to:

- Cafeteria.
- Library & Classrooms.

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- “One Stop Shopping” & Student Services.
- Gym Renovations & Addition (community use and revenue).
- Music School & Technology wing.

Cost Estimates:

- \$84 million for construction starting May 2009.
- \$23 million in soft costs.
- Total \$107 million.

Questions/comments:

- Cost to build new is approximately \$250 million at an estimated cost per sq. ft. of \$300 for new construction.
- New space: 112,000 sq.ft. (library) plus 75,000 sq. ft. in all other area.
- Space utilization: 40 additional classrooms (currently have 128 classrooms).
- Of the 66 acres, all of it is being used.
- 1 acre is shared with Hillfield Strathallan and a request has been made for 20 acres of the St. Joseph’s Healthcare property across Fennell Avenue.
- Zoning for the Fennell Campus is a three story maximum.
- We do not have the right sized classrooms for the teaching.

The President thanked Thom Pratt for his presentation. A report on next steps will be presented to the Board in the near future.

**9. PERFORMANCE REPORT**

The December 2007 month end report was presented for information.

**10. PRESIDENT’S REPORT**

**10.1 President’s Report**

The President’s Report was presented for information.

The President thanked the Alumni Department staff for their efforts in organizing the professionally presented Alumni of

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Distinction Awards dinner on January 24, 2008. The event was attended by approximately 340 guests as compared to approximately 75 in 2004.

The President thanked Vice President Cheryl Jensen for her leadership in arranging for two important events which took place on February 7, 2008:

- Premier Dalton McGuinty visited Mohawk College on February 7, 2008 to announce the government's \$16.5 million investment in the joint Mohawk College/McMaster University Bachelor of Technology program. The investment will expand the joint technology program to help meet the high demand for skilled workers.
- An announcement was made on February 7, 2008 for a \$1 million donation from Satyam Computer Services Ltd. to establish the SATYAM Interoperable Electronic Health Records Centre at the Mohawk College Fennell Campus. A team of Mohawk Engineering Technology faculty and students is working with Satyam programmers in India to build the first working prototype of Canada's national blueprint for electronic health records.

Bryan Adamczyk advised the Board that he attended the United Way Campaign celebration where the Executive Director of the United Way cited the President for her support and leadership of the campaign.

## **11. BOARD CHAIR'S REPORT**

### **11.1 Report on 2008 Colleges Ontario Annual Conference**

Bryan Adamczyk attended the Colleges Ontario General Assembly meeting on February 10, 2008 at which the governance structure changes were discussed and then approved at the Annual General Meeting. Bryan mentioned some of the Colleges Ontario Annual Conference highlights: Speaker Rex Murphy, dinner hosted by Fanshawe College and the Premier's Awards dinner. Governors Bell, Davis and Jarvis also attended the Conference.

## **12. INFORMATION**

Items 12.1, 12.2 and 12.3 were provided for information.

### **12.1 Student Reports (MSA/SAC/MCACES/Alumni)**

### **12.2 Colleges Ontario News Release re: Applications Increasing to Ontario Colleges**

### **12.3 Media Reports**



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| <b>13.</b> | <b>UPCOMING MEETINGS</b> <ul style="list-style-type: none"><li>• March 6, 2008, Program Development &amp; Renewal Committee</li><li>• March 28, 2008, Finance Committee</li><li>• May 25 to May 27, 2008, ACCC Annual Conference, Prince George, B.C.</li><li>• June 6, 2008, Joint Audit Committee &amp; Finance Committee</li></ul> |
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| <b>NEXT BOARD OF GOVERNORS' MEETING</b><br><b>Wednesday, March 12, 2008, 6:00 p.m.</b><br><b>Staff Lounge, C110, Fennell Campus, Mohawk College</b><br><b>(Buffet Dinner served from 5 to 6 p.m., C064, Fennell Campus)</b> |
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| <b>14.</b> | <b>ADJOURNMENT/MOTION TO GO IN CAMERA</b> <p>It was moved by Trent Jarvis and seconded by Bryan Adamczyk that the Board of Governors approve the adjournment of the Mohawk College Open Portion Board of Governors' meeting at 7:52 p.m. and the Closed Portion meeting will reconvene, after a short break. Carried. <b>(MOTION 397.0.14)</b></p> |
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# MOHAWK

COLLEGE OF APPLIED ARTS AND TECHNOLOGY

**BOARD OF GOVERNORS' MEETING**  
**(397<sup>th</sup> Meeting)**  
**FENNEL CAMPUS, MOHAWK COLLEGE**  
**Wednesday, February 13, 2008**

**ATTENDANCE - OPEN PORTION**

**Board of Governors**

Allan Greve, Chair  
Bryan Adamczyk  
Heide Bell  
Paven Bratch  
Roberta Burke  
Brenda Davis  
Trent Jarvis  
Sharon Lax  
Pat McKay  
Brendan Ryan  
Ty Shattuck  
Debra Veldstra  
MaryLynn West-Moynes, President

**Absent**

Janice Locke  
Brian Mullan

**Vice-Presidents/Associate Deans/Directors**

Lynn Chalmers, Executive Assistant to the Board of Governors (Recording Secretary)  
Ron Baskin, Executive Director, Facilities Management  
Joanne Echlin, Vice President, HR - Staff Services  
David Graham, Director, Financial Planning & Analysis  
Ronald Holgerson, Vice President, Marketing, Communications, Alumni & Government Relations  
Cheryl Jensen, Vice President, Technology, Apprenticeship & Corporate Training  
Rick Kawai, Chief Information Officer  
Rosemary Knechtel, Vice President, Academic  
Maureen Monaghan, Executive Assistant to the President  
Karen Moore, Director, Financial Services  
Bill Pitcher, Chief Development Officer  
Dale Schenk, Vice President, Finance and Administration

**Observers**

**Anthony D'Alessandro, Chair, Mohawk College Council**

**John Guilfoyle, Administration (President, Mohawk College Administrative Staff Association)**

**Jady Klyve, President, Mohawk College Association of Continuing Education Students**

**Jason Lee, Student (President, Mohawk Students' Association)**

**Sam Maga, Faculty (President, Local 240)**

**Kathy Maxwell, Support Staff (President, Local 241)**

**Guests**

**Karen Epple, Office Administration student**

**Jenna Siegfries, Office Administration student**

**Susan Gagne**

**Heather Giardine**

**Thom Pratt, Diamond & Schmitt Architects Inc.**

**Gene Stodolak**