

**MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**BOARD OF GOVERNORS' MEETING**  
**(328<sup>th</sup> Meeting)**

**BOARD ROOM, C111B, FENNEL CAMPUS, MOHAWK COLLEGE**  
**Wednesday, June 14, 2000**

**ATTENDANCE**

**Board of Governors**

**Jim Bethune, Chair**  
**Bob Peeling**  
**Linda Brown**  
**Olga Delvecchio**  
**Rebecca Jamieson**  
**Tom Atterton**  
**Tony Battaglia**  
**Tom Behroozi**  
**Jim Koyanagi**  
**Catherine L. Rellinger**  
**Rick Sterne**  
**Kathy Verspagen**  
**Maxine Wypych**

**Absent**

**Lily Oddie**

**Tracy Cruickshanks, Student Governor-elect (as of Sept. 1/00)**

**Observers**

**Dorleen Allen, Faculty**  
**Ray Czajkowski, Faculty**  
**Fred Deys, Faculty (President, Local 240)**  
**John Guilfoyle, Administration (President, MASA)**  
**Assad Hoosein, Student (President, SAC)**  
**Rick Knowles, Faculty**  
**Buddy Martin, Student (President, MSA)**  
**Pat Parker, Alumni (President, MCAA)**  
**John Pooler, Support Staff (President, Local 241)**

**Vice-Presidents/Deans/Directors**

**Monique Arbour, Vice President, Finance & Administration**

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

**Shelagh Gill, Vice President, Academic**

**Anne Hemsworth, Vice President, CE & Business Development**

**Rachel Matthews, Director, Counselling & Disability Services**

**Karen Moore, Controller, Accounting Services**

**Keith Nixon, Dean, International Education**

**Dick Raha, Executive Director, College Planning and Physical Resources**

**Others**

**Frans Brinkman, Retired Mohawk College Employee and Retired Board Member**

**Gaspare Bonomo, Faculty**

**Suzanne Clancy, Faculty (Co-Editor, The Examiner)**

**Anna Gris, Faculty**

**Pat Kramer, Auditor, BDO Dunwoody LLP**

**Mike Walton, Faculty (Co-Editor, The Examiner)**

**MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**BOARD OF GOVERNORS' MEETING**  
**(328<sup>th</sup> Meeting)**

**BOARD ROOM, C111B, FENNEL CAMPUS, MOHAWK COLLEGE**  
**Wednesday, June 14, 2000, 6:45 p.m.**

**OPEN PORTION**

The Open Portion Board of Governors' meeting was called to order at 7:00 p.m.

**1. Minutes of the 327<sup>th</sup> Meeting**

It was moved by Tom Behroozi and seconded by Linda Brown that the minutes of the 327<sup>th</sup> meeting be approved with the inclusion of Board Observer John Pooler, Support Staff (President, Local 241) on the attendance list and the following statement under item 327.0.8, "*Kathy Verspagen stated that the suggestion made by Mike Walton in the Editor's Note of the May 2000 Examiner regarding a faculty advisor for the Satellite Newspaper was a good one and it should be investigated.*" Carried unanimously. **(MOTION 328.0.1)**

**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**

In response to questions about the status of the Faculty and Support Staff Governor elections, the President stated that the Support Staff election will be held shortly and the timing of the Faculty election has not been determined. The President explained that some Faculty expressed concerns with respect to holding the Faculty Governor election during the summer months rather than in September given that most Faculty are not available to vote.

Local 240 would be concerned if the election was delayed until September 2000.

It was moved by Kathy Verspagen and seconded by Tony Battaglia that the election for the Faculty Governor take place between June 19 to 30, 2000 and that input be sought on the best time of the year to hold the Faculty Governor elections. The input received will be used for the next Faculty Governor election to take place in 2003. Carried (1 opposed, 1 abstained). **(MOTION 328.0.3)**

Further to John Pooler's question, the term for the newly elected Support Staff Governor will be September 1, 2000 to August 31, 2002 (which completes the term of retired Support Staff Governor Frans Brinkman).

#### **4. Chair's Remarks**

- 4.1** The Chair informed the Board that John Bradford, Media Studies Faculty member and former Board member, received the Broadcaster of the Year award from the Broadcast Educators Association of Canada. He received the award in recognition of his relationship with the Canadian Association of Broadcasters, the CRTC, the Radio and Television News Directors Association, Broadcast News Services, the Ministry of Training, Colleges and Universities and numerous administrative responsibilities on the Executive of the Broadcast Educators Association of Canada.
- 4.2** The Chair read a letter of appreciation from Ruth Doherty, recipient of the Appreciation Award at the May 31, 2000 Convocation.
- 4.3** The Chair thanked those Governors who attended the May 15, 2000 SuperBuild announcement. Brad Clark, MPP, acting on behalf of the Minister of Training, Colleges and Universities, presented a cheque for \$8.48 million for the Mohawk College Centre for Excellence in Information Technology.
- 4.4** The Chair thanked those Governors who attended the Spring Convocations on May 31, June 2, 3, 2000.
- 4.5** Board members Jim Bethune, Linda Brown, Tracy Cruickshanks, Jim Koyanagi and Rick Sterne, along with other Mohawk College staff, attended the 2000 ACCC (Association of Canadian Community Colleges) Conference in Whitehorse, Yukon, May 28 to 30, 2000. Those who attended reported that the sessions and the location were excellent.
- 4.6** The Chair referred to an anonymous letter sent to Premier Mike Harris, the Minister of Training, College and Universities, the Chair of the Ontario Council of Regents, the College Board Chairs and Presidents and the Executive Director of ACAATO. The May 2000 issue of The Examiner was included with the letter. Due to the absence of the Board Chair at the ACCC Conference, Bob Peeling wrote to the Premier and copied all the recipients. The letter was read in full by the Chair.

The Chair referred to the fact that all the Board members are volunteers, giving freely of their time. He said that it is important to realize that an organization is only as strong as its weakest link and that if 30% of the people are pessimistic about the future of the organization and 70% are optimistic, the pessimists will control the organization. He strongly urged all Mohawk employees to put the College first in order to move the organization forward.

## **5. Board Committees' Reports**

### **5.1 Labour Advisory Committee, March 9, 2000**

Tom Atterton commented that the seminar referred to in item 4 of the minutes is actually occurring at this time.

It was moved by Tom Atterton and seconded by Rebecca Jamieson that the March 9, 2000 Labour Advisory Committee minutes be accepted for information. Carried unanimously. **(MOTION 328.0.5.1)**

### **5.2 Fennell Campus Joint Health & Safety Committee, April 5, 2000 Brantford Campus Joint Health & Safety Committee, May 16, 2000 Stoney Creek Campus Joint Health & Safety Committee, May 29, 2000**

It was moved by Catherine Rellinger and seconded by Olga Delvecchio that the April 5, 2000 Fennell Campus Joint Health & Safety Committee minutes, the May 16, 2000 Brantford Campus Joint Health & Safety Committee minutes and the May 29, 2000 Stoney Creek Campus Joint Health & Safety Committee minutes be accepted for information. Carried unanimously. **(MOTION 328.0.5.2)**

Linda Brown suggested that the MSD lists be put on Hawknnet, as well as being available in binders.

### **5.3 Mohawk College Council, May 8, 2000**

It was moved by Catherine Rellinger and seconded by Tom Atterton that the May 8, 2000 Mohawk College Council minutes be accepted for information. Carried unanimously. **(MOTION 328.0.5.3)**

Tom Atterton commented that he was pleased to note that the concerns he raised last year with respect to the Mohawk College Council's Terms of Reference have been resolved.

**5.4 Program Review Committee, May 23, 2000**

It was moved by Linda Brown and seconded by Kathy Verspagen that the May 23, 2000 Program Review Committee minutes be accepted for information. Carried unanimously. **(MOTION 328.0.5.4)**

**5.5 Joint Finance Committee and Audit & Operational Review Committee, June 9, 2000**

It was moved by Rebecca Jamieson and seconded by Olga Delvecchio that the June 9, 2000, 8:00 a.m. Audit & Operational Review Committee minutes be accepted for information. Carried unanimously. **(MOTION 328.0.5.5.1)**

It was moved by Rebecca Jamieson and seconded by Linda Brown that draft #2 of the Terms of Reference for the Audit & Operational Review Committee be received for information. Carried unanimously. **(MOTION 328.0.5.5.2)**

It was moved by Rebecca Jamieson and seconded by Kathy Verspagen that the College Operational Plan update: Programme Costing be received for information. Carried unanimously. **(MOTION 328.0.5.5.3)**

It was moved by Rebecca Jamieson and seconded by Linda Brown that the June 9, 2000, 10:15 a.m. Audit & Operational Review Committee minutes be accepted for information. Carried unanimously. **(MOTION 328.0.5.5.4)**

Pat Kramer, Auditor with BDO Dunwoody LLP, responded to a question from Rick Knowles regarding the Student Residence construction costs (Ref.: Statement 1).

In response to Tony Battaglia's question about the financial statements not being in accordance with generally accepted accounting principles (Ref.: third paragraph of the Auditor's letter), the President responded that this has been discussed fully with the Auditors and is acceptable to the Ministry.

It was moved by Rebecca Jamieson and seconded by Bob Peeling that the 1999/2000 College Financial Statements be accepted. Carried unanimously. **(MOTION 328.0.5.5.5)**

In response to a question, the President stated that the Ministry's goal, set in 1998, to reduce overall OSAP default rates to less than 10% by 2003 may have a significant impact on the College since the liability flows to the College if the default rates are above 10%.

It was moved by Rebecca Jamieson and seconded by Tony Battaglia that the documentation on the 1999 Ontario Student Loan Default Rates be accepted for information. Carried unanimously. **(MOTION 328.0.5.5.6)**

It was moved by Rebecca Jamieson and seconded Rick Sterne that the appointment of the company of BDO Dunwoody LLP as external auditors of the Mohawk College of Applied Arts and Technology be confirmed for the next financial year, 2000/01, at a fee acceptable to the Audit & Operational Review Committee. Carried unanimously. **(MOTION 328.0.5.5.7)**

Rebecca Jamieson commented that this is the second year working with BDO Dunwoody LLP and the processes in place are working very well.

It was moved by Olga Delvecchio and seconded by Linda Brown that the June 9, 2000, 11:00 a.m. Finance Committee minutes be accepted for information. Carried unanimously. **(MOTION 328.0.5.5.8)**

It was moved by Olga Delvecchio and seconded by Rick Sterne that the March 31, 2000 Finance Committee minutes, item 3, be amended as follows:

*"Moved by Deys/Brinkman  
To recommend to the Board of Governors that the Course Exemption Administrative Fee - \$25 (new fee) be removed from the list of 2000-2001 Incidental Fee Recommendations. Motion Defeated."*

Carried unanimously. **(MOTION 328.0.5.5.9)**

The President stated that it is expected that the fee will be capped (likely at \$50).

Further to questions about the Course Exemption Administrative Fee, the President agreed to revisit the decision to introduce the fee.

It was moved by Olga Delvecchio and seconded by Linda Brown that Draft #2 of the Terms of Reference of the Finance Committee be received for information. Carried unanimously. **(MOTION 328.0.5.5.10)**

## **5.6 Board Process Ad Hoc Committee, June 9, 2000**

It was moved by Rebecca Jamieson and seconded by Maxine Wypych that the June 9, 2000 Board Process Ad Hoc minutes be accepted for information. Carried unanimously. **(MOTION 328.0.5.6)**

## **6. President's Report**

### **6.1 Written Report**

The President reported on the following events/meetings:

- May 9, 2000 meeting with representatives from Wilfrid Laurier University and the Brantford Chamber of Commerce to discuss post secondary education in Brantford and the contribution to the economic development of Brantford.
- May 13, 2000 VIP Weekend at the Fennell Campus.
- May 15, 2000 SuperBuild Announcement by Brad Clark, MPP, on behalf of Dianne Cunningham, Minister of Training, Colleges and Universities. Mr. Clark presented a cheque for \$8.48 million for the new Centre for Excellence in Information Technology.
- May 25, 2000, Retirees Reception.
- May 31, June 2, 3, 2000 - Spring Convocations.
- June 5 & 6, 2000, Committee of Presidents' meeting. The President summarized the discussion at the CoP meeting on the funding formula, apprenticeship, joint College-University programmes, applied degrees.

The President congratulated Jack Brown of the Business Faculty for once again running the free tax clinic. By requiring a non-perishable food donation from participants, the Free Tax Clinic was able to make a generous donation to the College's Food Bank.

Rick Sterne referred to a letter from the Dean of the Brantford Campus of Wilfrid Laurier University stating that they look forward to working in partnership with Mohawk College with a strong commitment to seeing Brantford as an educational community.

Jim Koyanagi offered to serve on an architectural RFP committee for the new Centre for Excellence in Information Technology.

In answer to a question about fundraising, the President stated that a fundraising focus group has been formed but the focus is not just the new Centre for Excellence. She further explained that a Director of College Advancement will be hired as well as an external consultant.



It was moved by Catherine Rellinger and seconded by Tony Battaglia that the President's Written Report to the Board, June 2000, be accepted for information. Carried unanimously.

**(MOTION 328.0.6.1)**

**6.2 Academic Appeals Policy**

The Board confirmed that items coming to the Board from the Mohawk College Council are to be received for information not approval.

In answer to Jim Koyanagi's question about the number of Level II appeals, Shelagh Gill responded that Level II appeals occur very infrequently.

In response to Rebecca Jamieson's question about comparing the number of appeals as a measure of the quality of education, Shelagh Gill explained that this was not possible since all appeals are not recorded and many are handled at the departmental level.

It was moved by Catherine Rellinger and seconded by Tony Battaglia that the Academic Appeals Policy be accepted for information. Carried unanimously. **(MOTION 328.0.6.2)**

**6.3 Mohawk College Council - Terms of Reference**

It was moved by Catherine Rellinger and seconded by Linda Brown that the Mohawk College Council Terms of Reference were accepted for information. Carried unanimously. **(MOTION 328.0.6.3)**

**6.4 Change to Corporate Policy C213 - Payment of Less Than Full-Time Employees on Emergency Closure Days**

It was moved by Catherine Rellinger and seconded by Maxine Wypych that the Change to Corporate Policy C213 - Payment of Less Than Full-Time Employees on Emergency Closure Days be accepted for information. Carried unanimously. **(MOTION 328.0.6.4)**

It was noted that less than full-time employees are not required to be employed by the College for 3 consecutive months in order to meet the criteria of the policy.

**6.5 Medical Radiation Sciences Integrated Diploma/Degree Programme Proposal - A Collaborative Partnership between the Faculty of Health Sciences & Human Services, Mohawk College and the Faculty of Science, McMaster University**

It was moved by Catherine Rellinger and seconded by Rebecca Jamieson that the Medical Radiation Sciences Integrated Diploma/Degree Programme Proposal (A Collaborative Partnership between the Faculty of Health Sciences and Human Services of Mohawk College and the Faculty of Science of McMaster University) be approved in principle. Carried unanimously. **(MOTION 328.0.6.5)**

When the final details of the programme are known, the President will bring them to the Board for information.

In response to a question about credentials, Shelagh Gill stated that the graduate of this programme will receive two credentials.

**6.6 Health Care Products Certificate Programme Proposal**

It was moved by Catherine Rellinger and seconded by Rick Sterne that the Health Care Products Certificate Programme proposal be approved. Carried unanimously. **(MOTION 328.0.6.6)**

**6.7 Metal Casting Certificate Programme Proposal**

It was moved by Catherine Rellinger and seconded by Tom Behroozi that the Metal Casting Certificate Programme proposal be approved with the deletion of the second bullet from the end of the summary. Carried unanimously. **(MOTION 328.0.6.7)**

**6.8 Pharmacy Assistant Programme Modification Proposal**

It was moved by Catherine Rellinger and seconded by Olga Delvecchio that the Pharmacy Assistant Programme Modification proposal be approved. Carried unanimously. **(MOTION 328.0.6.8)**

**6.9 Advisory Committee Changes:**

- **Name Change - Building Maintenance Mechanic**
- **Name Change - General Arts and Science**
- **Disband - Deaf Empowerment**

It was moved by Catherine Rellinger and seconded by Rick Sterne that the Building Maintenance Mechanic Advisory Committee be renamed the *Facilities Systems Advisory Committee*. Carried unanimously. **(MOTION 328.0.6.9.1)**

It was moved by Catherine Rellinger and seconded by Jim Koyanagi that the General Arts and Science Advisory Committee be renamed the *General Arts and Science Programme and General Education Advisory Committee*. Carried unanimously. **(MOTION 328.0.6.9.2)**

It was moved by Catherine Rellinger and seconded by Kathy Verspagen that the Deaf Empowerment Advisory Committee be disbanded. Carried unanimously. **(MOTION 328.0.6.9.3)** The last bullet on the summary was incorrectly included.

**6.10 Other Business**

No report.

**7. Student Association Reports**

It was moved by Tom Behroozi and seconded by Tony Battaglia 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 were accepted for information. Carried unanimously. **(MOTION 328.0.7)**

In response to Kathy Verspagen's question, the President will investigate the item in the MCACES Report dealing with alternative funding for the mailing of the CE Catalogue for the Fall Semester.

**8. New Business Including Notices of Motions**

On behalf of the Board of Governors, Bob Peeling expressed their appreciation for the service of Olga Delvecchio, September 1, 1994 to August 31, 2000. During her six years on the Board, Olga served as Vice Chair and Chair of the Board, Chair of the Program Review Committee, Chair of the Finance Committee and a member of the Governance Committee, Audit & Operational Review Committee, Advocacy Committee and the Board representative on the Mohawk College Foundation Board of Directors.

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

The next meeting of the Mohawk College Board of Governors is scheduled for Wednesday, September 13, 2000 beginning with the Open Portion at 6:45 p.m., in the Board Room, C111B, Fennell Campus, Mohawk College.

**10. Adjournment**

It was moved by Rebecca Jamieson and seconded by Jim Koyanagi that the Open Portion of the Board of Governors' meeting adjourn at 8:50 p.m. Carried unanimously. **(MOTION 328.0.10)**