

BOARD OF GOVERNORS' MEETING
(372nd Meeting)
STAFF LOUNGE, C110, FENNELL CAMPUS, MOHAWK COLLEGE
Wednesday, June 15, 2005

ATTENDANCE - OPEN PORTION

Board of Governors

Rick Sterne, Chair
Bronko Jazvac, Vice Chair
Gaspare Bonomo
Shawn Chamberlin
Brenda Davis
Allan Greve
Trent Jarvis
Carolyn Johnson
Sharon Lax
Pat MacDonald
Brendan Ryan
Cindy Swanson
Martin van Zon
MaryLynn West-Moynes, President

Absent

Bryan Adamczyk
Tom Behroozi
Gary Beveridge
Lacey Williams

Observers

Suzanne Clancy, Faculty (Vice President, Local 240)
Greg Cormier, Chair, Mohawk College Council
Fred Deys, Faculty (President, Local 240)
Matthew Schnarr, Student (President, Students' Athletics Committee)

Vice-Presidents/Executive Deans/Directors

Doug Baker, Executive Dean, Brantford & Applied Arts
Don Burroughs, Executive Dean, Continuing Education
Catherine Drea, Vice President, Student and Learning Services
Joanne Echlin, Vice President, Staff Services
Carolyn Gray, Vice President, Community Services and Economic Development
Cheryl Jensen, Executive Dean, Engineering Technology
Rosemary Knechtel, Executive Dean, Health Sciences & Human Services
Debbie Logel Butler, Executive Director, Community Relations & Advancement
Rachel Matthews, Director, Student Development
Karen Moore, Director, Financial Operations
Catherine Peterson, Director, Purchasing and Financial Planning
Dick Raha, Vice President, Finance and Administration
Dale Schenk, Executive Dean, Business

Guests

Heather Giardine, Professor, Language Studies

Tara Girdwood, Auditor, BDO Dunwoody LLP

Anna Gris, Chief Steward, Local 240

Darryl Hartwick, Professor, Broadcast Journalism

Darlene Hay, Nurse, Medical Services

Heather Kays, Professor, Language Studies

Veronica Weir, Treasurer, Local 240 & Professor, Business Studies

BOARD OF GOVERNORS' 372nd MEETING
STAFF LOUNGE, C110, FENNEL CAMPUS, MOHAWK COLLEGE

Wednesday, June 15, 2005

OPEN PORTION

1. CALL TO ORDER

The Mohawk College Board of Governors Open Portion meeting was called to order at 6:05 p.m.

2. INTRODUCTION OF GUESTS

Those in attendance introduced themselves.

3. ADDITIONS/DELETIONS TO THE AGENDA

Items were added to the item 8 on the Open Agenda.

4. CONFLICT OF INTEREST DECLARATIONS

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.

5. PRESENTATIONS

No presentations were made.

6. APPROVAL OF PREVIOUS MINUTES

6.1 Minutes of the 371st Open Portion Board Meeting (May 11, 2005)

It was moved by Brenda Davis and seconded by Pat MacDonald that the minutes of the 371st Open Portion Board meeting of May 11, 2005 be approved. Carried (**MOTION 372.O.6.1**)

7. ACTION ARISING FROM THE PREVIOUS MINUTES

There were no items of action arising from the previous minutes.

8. DECISION ITEMS

8.1 Board By-Laws No. 1 and No. 2

It was moved by Allan Greve and seconded by Martin van Zon that the Board of Governors' By-Law No. 1 and By-Law No. 2 be approved, with the following amendments to By-Law No. 1:

§ By-Law #1, Appendix 4 - Advisory College Council - To be included.

§ By-Law #1, Item 6.6, page 5 – Delete the wording in bold, italics and underlined to read

“Where a matter to be considered at a Board or committee meeting is determined by the majority of the Governors present, in accordance with the criteria established below, to be confidential to the Corporation, the part of the meeting concerning such confidential matter may be closed to the public (in camera).”

§ By-Law #1, Item 6.6.3, page 6 – Reword second sentence to read “The resolution to hold a pre-scheduled in camera meeting may be made at the end of the Open Portion meeting.”

§ By-Law #1, Item 6.6.3, page 6 - Delete last sentence: “During the in camera

meeting the Board shall discuss only the matter that gave rise to the closed meeting and shall not vote on any amendment or adoption of a By-Law.”

§ By-Law #1, Item 4.5.2, page 2 – Reworded to read “Each student Governor shall be elected for a term of one year. Note: The student Governor, as stated in Regulation 34/03, shall not serve for more than four consecutive one-year terms.”

§ By-Law #1, Schedule “B”, page 3 – Second sentence reworded to agree with the above change to read “The Student Governor is eligible for re-election (see “Eligibility” guidelines) for a total of four consecutive one-year terms.”

Carried. **(MOTION 372.O.8.1)**

8.2 Draft Board Policies (Introduction/META Policy/Category A (Outcomes) Policies)

The email from Bryan Adamczyk will be discussed by the Policy Committee and by the full Board when the complete Policy package comes to the Board for approval.

It was moved by Allan Greve and seconded by Martin van Zon that the Board of Governors approve, in principle, the Manual Introduction, META Policy and Outcomes (Category A) Board Policies, with an understanding that the complete Policy package will come before the Board for final approval.

Two changes were noted in:

- A02 - last sentence should read “Monitoring will also be accomplished through the *Board’s* annual review of the President’s performance.”
- A03 – Policy Statement #4 should read “Linkages/communication with the ...”

Carried. **(MOTION 372.O.8.2)**

Brendan Ryan expressed the concern that the Governance Committee appears to be more equal than the other Board committees. He stated that the Board committees should elect their own chairs and it should not be the responsibility of the Governance Committee to select the committee chairs.

Allan Greve stated that it is the responsibility of the Nominating Committee to make recommendations to the Governance Committee on the Board committees and chairs. The new terms of reference for the Governance Committee outline the scope of their work. The Governance Committee has the power to approve Board committees and chairs as part of their mandate but was bringing this item forward for Board input.

8.3 Finance Committee, June 10, 2005

8.3.1 College Reserve Policy

It was moved by Cindy Swanson and seconded by Shawn Chamberlin that the Board of Governors approve the continuation in the second year of the three-year period interruption of the College Reserve Policy. Carried. **(MOTION 372.O.8.3.1)**

8.3.2 2005/2006 Activities for the Strategic Plan 2004-2007 Reinvestment Initiatives

It was moved by Cindy Swanson and seconded by Trent Jarvis that the Board of Governors approve \$2.0 million to fund the planned 2005/2006 activities for the Strategic Plan 2004-2007 Reinvestment initiatives. Carried. **(MOTION 372.O.8.3.2)**

8.4 Audit Committee, June 10, 2005

8.4.1 2004/2005 Audited Financial Statements

It was moved by Allan Greve and seconded by Cindy Swanson that the Board of Governors approve the financial statements for the fiscal year ending March 31, 2005. Carried. **(MOTION 372.O.8.4.1)**

Cindy Swanson stated that the auditor made the comment, at the June 10, 2005 Audit Committee meeting, that the audit was within \$500,000 of the actual result and he commended the Financial Services' staff. Staff were congratulated on this.

8.4.2 2005-2007 Strategic Enrolment Management Plan

8.4.3 2005-2007 Business Plan (submitted for the Year 2005/2006)

Catherine Drea presented an overview of the Strategic Enrolment Management Plan and Dale Schenk provided an overview of the Business Plan.

It was moved by Allan Greve and seconded by Cindy Swanson that the Board of Governors approve the 2005-2007 Strategic Enrolment Management Plan and the 2005-2007 Business Plan (submitted for the Year 2005-2006). Carried. **(MOTION 372.O.8.4.2)**

8.4.4 Appointment of External Auditors for 2005/2006

It was moved by Allan Greve and seconded by Cindy Swanson that the Board of Governors approve the appointment of BDO Dunwoody LLP as external auditors of the Mohawk College of Applied Arts and Technology for the fiscal year 2005/2006 at a fee acceptable to the Audit Committee. Carried. **(MOTION 372.O.8.4.4)**

8.5 Annual Report to the Minister for the Year 2004/2005

It was moved by Allan Greve and seconded by Cindy Swanson that the Board of Governors approve the Annual Report to the Minister of Training, Colleges and Universities for the Year 2004/2005. Carried. **(MOTION 372.O.8.5)**

8.6 2005/2006 Impact of May 2005 Government of Ontario Budget

The President reviewed her memorandum on the 2005/2006 impact of the May 2005 Government of Ontario budget.

A discussion followed supporting an approach to positively impact student success. Gaspare Bonomo stated that he would like the funds to be used for operating expenses as opposed to capital expenses.

It was moved by Brendan Ryan and seconded by Brenda Davis that the Board of Governors approve:

- The three-phase approach to utilizing our improved resources in order to respond to both immediate and long-term needs.
 - i) Phase 1, Summer 2005 – Make strategic and tactical investments that are “doable” and will begin impacting by Fall 2005. This includes both capital and operating investments described below.
 - ii) Phase 2, Fall 2005 – Complete the space study which has already been commissioned and complete the campus macro planning described in our strategic plan by this fall. In order to do this, it is important to consult broadly with all stakeholders to determine priority major investment(s).
 - iii) Phase 3, Winter 2006 – On – Action long-term impact priority.
- The investment of increased operating funds announced by the Ministry of Training, Colleges and Universities for strategic investment of \$2 million capital

expenditures and the remaining grant in operating expenditures in accordance with the requirements and accountability framework announced by the government.

- The investment of \$1.5 million deferred capital to improve capital/maintenance deficiencies.

Carried. (MOTION 372.O.8.6)

9. BOARD REPORTS (CONSENT CALENDAR)

9.1 Board Log

9.2 Mohawk College Report

9.3 Mohawk College Council, May 9, 2005

9.4 Student Reports (MSA, SAC, MCACES, Alumni)

Consent items 9.1, 9.2, 9.3 and 9.4 were presented for information.

10. ACKNOWLEDGEMENTS AND REPORTS

10.1 Policy Committee, May 19, 2005

The Policy Committee minutes of May 19, 2005 were presented for information.

10.2 Finance Committee, June 10, 2005

The Finance Committee minutes of June 10, 2005 were presented for information.

10.3 Audit Committee, June 10, 2005

The Audit Committee minutes of June 10, 2005 were presented for information.

11. INTERIM FINANCIAL/STAFFING/OCCUPATIONAL HEALTH & SAFETY REPORTS

11.1 Accident/Injury Report

The Accident/Injury Report was presented for information.

11.2 Cumulative Revenue & Expenditure Report

The Cumulative Revenue & Expenditure Report was presented for information.

12. COMMUNITY INFORMATION – COMMENTS & QUESTIONS

12.1 Members Comments

Debbie Logel Butler advised the Board that \$11,000 was raised at the June 11th 1st Annual Mohawk College Golf Classic.

13. DISCUSSION ITEMS

There were no discussion items.

14. REPORT OF THE PRESIDENT

14.1 Article re: MPP Jennifer Mossop

This item was provided for information.

14.2 ACCC 2005 Staff Excellence Award – Dr. Peter Dietsche

This item was provided for information.

14.3 Resignation of the Executive Director of IT

The President advised the Board that Randy Patch, Executive Director of IT, resigned.

15. REPORT OF THE CHAIR

15.1 Monthly Events

The Chair attended the following events in the past month:

- The Hon. Bob Rae Breakfast, June 2, 2005 – A Mohawk College Honourary Diploma in Applied Music was presented to The Hon. Bob Rae at the 9:30 a.m. Convocation.
- Garden Party for Retiring Board Members, June 2, 2005 – The Chair thanked the President and the Board for having a Garden Party to recognize his service on the

Board. The Chair thanked the President for the delightful poem she composed for the occasion.

- Spring Convocations - 7 ceremonies held on June 1, 2 and 3, 2005.
- McMaster University's Spring Convocation Dinner, June 8, 2005
- McMaster University Spring Convocation, June 9, 2005 – The first graduation for the B.Sc.N. Collaborative Nursing program.
- 2005 ACCC Conference, Moncton, NB, June 5 to 7, 2005 – Attended the Conference and conducted a seminar entitled “The Role of the Board as a College Advocate and Ambassador”.

15.2 ACAATO Priorities 2005/2006

The ACAATO Priorities for 2005/2006 were distributed for information.

15.3 ACAATO General Assembly, May 18, 2005

The minutes from the May 18, 2005 ACAATO General Assembly were distributed for information.

15.4 Special Tribute

Bronko Jazvac, Vice Chair, acknowledged to the Board and guests that this was the last official Board meeting under Chair Rick Sterne's leadership. Bronko thanked Rick for his commitment and passion for Mohawk, recognizing both his skill and the many accomplishments achieved during Rick's term. Rick will remain involved as Chair of the Nominating Committee.

16. INFORMATION ITEMS/UPCOMING MEETINGS

16.1 Action Summary of ACAATO General Assembly Meeting, May 18, 2005

16.2 Support Staff Contract Update, May 2005

16.3 Academic Contract Update, June 2005

16.4 Letter from Chair, Committee of Presidents to Premier of Ontario

16.5 Letter from President of ACAATO to Assistant Deputy Minister, Labour Market & Training Division

16.6 Policy Ad Hoc Committee, July 5, 2005, 3:30 p.m.

Items 16.1, 16.2, 16.3, 16.4, 16.5 and 16.6 were presented for information.

16.7 Next Board Meeting

The next Open Portion meeting of the Mohawk College Board of Governors will be held on Wednesday, September 14, 2005 starting at 6:00 p.m. in the Staff Lounge, C110, Fennell Campus, Mohawk College.

17. ADJOURNMENT

It was moved by Brenda Davis and seconded by Sharon Lax that the Board move into the in camera portion of the meeting following the Annual General Meeting. Carried. **(MOTION 372.O.17)**

The Open Portion of the Mohawk College Board of Governors' meeting adjourned at 7:35 p.m.