

BOARD OF GOVERNORS' MEETING
(382nd Meeting)
STAFF LOUNGE, C110, FENNELL CAMPUS
Wednesday, June 14, 2006

<u>OPEN PORTION</u>	
1.	<p>CALL TO ORDER The Mohawk College Board of Governors' Open Portion meeting was called to order at 4:02 p.m. Quorum was achieved at 4:25 p.m. Until quorum was reached, only information items were discussed.</p>
2.	<p>INTRODUCTION OF NEW GUESTS There were no new guests at the meeting.</p>
3.	<p>ADDITIONS/DELETIONS TO THE AGENDA Items were added to the agenda under items 10 and 11.</p>
4.	<p>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.</p>
5.	<p>APPROVAL OF THE PREVIOUS MINUTES</p>
5.1	<p>Minutes of the 381st Open Portion Board Meeting (May 10, 2006) It was moved by Brian Mullan and seconded by Allan Greve that the Board of Governors approve the minutes of the 381st Open Portion Board meeting of May 10, 2006. Carried. (MOTION 382.O.5.1)</p>
	<p>Board Action Items/Follow-Up:</p>

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	<ul style="list-style-type: none">• Student Success and Enrolment Following the Work Stoppage (Item 10.1) <p>Future agenda item:</p> <ul style="list-style-type: none">• Revised Staffing Report (September 2006)• KPI Analysis Report (Fall 2006)
6.	BOARD COMMITTEE REPORTS
6.1	Program Development & Renewal Committee, May 18, 2006 The Program Development & Renewal Committee minutes of May 18, 2006 were presented for information.
6.2	Joint Audit Committee/Finance Committee, May 18, 2006 The Joint Audit Committee/Finance Committee minutes of May 18, 2006 were presented for information.
6.3	Audit Committee, June 8, 2006 The Audit Committee minutes of June 8, 2006 were presented for information.
6.4	Finance Committee, June 8, 2006 The Finance Committee minutes of June 8, 2006 were presented for information.
7.	STRATEGIC/DECISION ITEMS
7.1	Audited Financial Statements for 2005/2006 It was moved by Brian Mullan and seconded by Cindy Swanson that the Board of Governors accept the audited financial statements for the fiscal year ending March 31, 2006. Carried. (MOTION 382.O.7.1)
7.2	Business Plan 2006/2007 and Annual Report to the Minister for the Year 2005-2006 It was moved by Allan Greve and seconded by Sharon Lax that the Board of Governors approve the Business Plan 2006/2007 and the Annual Report to the Minister for the Year 2005-2006. Carried. (MOTION 382.O.7.2)

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7.3	Appointment of External Auditor for 2006/2007 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 2006/2007, at a fee acceptable to the Audit Committee. Carried. (MOTION 382.O.7.3)
7.4	Resolution for a Securities Account It was moved by Pat MacDonald and seconded by Carolyn Johnson that the Board of Governors approve a resolution for a securities account with RBC Dominion Securities to facilitate the processing of securities representing donations and/or repayment of debt. Carried. (MOTION 382.O.7.4)
7.5	Signing Officers for July 17 to August 31, 2006 & September 1, 2006 to August 31, 2007 It was moved by Trent Jarvis and seconded by Pat MacDonald that the Board of Governors approve the signing officers for July 17 to August 31, 2006 and September 1, 2006 to August 31, 2007. Carried. (MOTION 382.O.7.5)
8.	STRATEGIC/DISCUSSION ITEMS No report.
9.	PERFORMANCE REPORTS
9.1	Health & Safety – Accident/Injury Report In answer to a question about the increase in student accidents, Joanne Echlin stated that the increase is due to the students being at the College longer due to the work stoppage. The Accident/Injury Report was presented for information.

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9.2	Staffing Report The Staffing Report was presented for information.
9.3	Finance – Cumulative Revenue & Expenditure Report The Cumulative Revenue & Expenditure Report was presented for information.
10.	PRESIDENT’S REPORT
10.1	Multi-Year Accountability Agreements – Update The President stated that the announcement regarding the multi-year accountability agreements is pending. Colleges will be required to submit multi-year accountability agreements in order to receiving funding. It is expected that the agreements will be completed with the use of our Strategic Plan and our Business Plan.
10.2	Student Success and Enrolment Following the Work Stoppage Catherine Drea provided a status report on enrolment for the 2006/2007 year. Overall Mohawk’s enrolment is down by 3.4% over the same time last year and the college system is up by 3.8%. The President stated that several factors may have contributed to the lower enrolment: Mohawk is loosing it’s market share to neighbouring universities, Hamilton’s low employment rate and some new programs have taken students from existing programs. Some of the conversion strategies that are being put in place are: <ul style="list-style-type: none">• Live person to answer phones until 7 p.m.• Increase in call centre staff.• Continue to follow-up with ineligible applicants to offer alternatives.• Hold information nights for schools at each campus during the month of July.• Offer flexible payment plans for those in financial need.• Advertise the new OSAP.• Consider entrance bursaries for high tuition programs.• Establish automotive email response system on College web site.• Explore possibility of increasing student numbers in over subscribed programs.• Continue telephone campaign to those with outstanding offers.• Contact all declined applicants whose first or second choice was Mohawk.

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	<p>The President explained that a contingency has been built into the budget to cover an enrolment shortfall and an additional \$200,000 has been added to that contingency.</p> <p>The President also indicated a long term strategy would be put in place to prevent this occurring again.</p>
10.3	<p>Announcement of Chief Information Officer The President introduced Rick Kawai, the newly appointed Chief Information Officer.</p>
10.4	<p>WACE Conference in China The President will attend the WACE Conference in China. The President will also attend the ACCC President's Academy. She will be away from the College from June 24 to July 16, 2006 during which time Cheryl Jensen will be Acting President.</p>
11.	<p>BOARD CHAIR'S REPORT</p>
11.1	<p>Proposed Amendments to Board By-Law No. 1 It was moved by Carolyn Johnson and seconded by Brian Mullan that the motion to approve the proposed amendments to Board By-Law No. 1 be tabled. Carried. (MOTION 382.O.11.1)</p>
11.2	<p>2006 ACCC Conference Report on Key Points of Interest The Chair advised the Board that a summary report on key points of interest from the 2006 ACCC Conference is being compiled and will be made available to anyone who requests a copy.</p>
11.3	<p>Presidential Evaluation Process The Chair advised the Board that, as per the Presidential Evaluation process, the Chair and the Vice Chair shared the Board's evaluation of the President and feedback from the Board with the President following the May Board meeting. The Chair stated that the members of the Senior Lead Team are to be congratulated on sharing the President's success in achieving her goals for 2005-2006.</p>

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12.	INFORMATION
	Items 12.1 to 12.7 were provided to the Board for information.
12.1	Student Reports (MSA/SAC/MCACES/Alumni)
12.2	2005-06 Community Report
12.3	Former Supreme Court Justice to Head Higher Education Quality Council of Ontario
12.4	Letter from David Lindsay, ACAATO CEO to Cam Jackson, MPP re: Bill 52
12.5	Mohawk College Council, January 16, February 13 & May 15, 2006
12.6	2006 ACAATO Environmental Scan
12.7	Media Reports
12.8	Advertising Students Win Nokia Challenge Ronald Holgerson showed the Board the Advertising students' winning submission to the Nokia Challenge.
12.9	McMaster University B.Sc. Nursing Convocation The President reported that the convocation for the graduates of the Mohawk College/McMaster University/Conestoga College Collaborative B.Sc. Nursing Program was held at McMaster University on June 9, 2006 and it was a very inclusive ceremony for all three institutions.
13.	UPCOMING MEETINGS <ul style="list-style-type: none">• Spring Convocations – June 21, 22, 23, 2006
	NEXT MEETING Wednesday, September 13, 2006 6:00 p.m., i131, IT Centre, Fennell Campus, Mohawk College Buffet Dinner served from 5 to 6 p.m. in i131.
14.	ADJOURNMENT

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	It was moved by Allan Greve and seconded by Sharon Lax that the Board of Governors' Open Portion Board meeting adjourn at 5:20 p.m.

MOHAWK

COLLEGE OF APPLIED ARTS AND TECHNOLOGY

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ATTENDANCE - OPEN PORTION

Board of Governors

Bronko Jazvac, Chair
Gaspere Bonomo
Brenda Davis
Allan Greve
Trent Jarvis
Carolyn Johnson
Sharon Lax
Pat MacDonald
Pat McKay
Brian Mullan
Cindy Swanson
Martin van Zon
MaryLynn West-Moynes, President
Lacey Williams (1/2 hour)

Absent

Bryan Adamczyk
Gary Beveridge
Shawn Chamberlin
Colin Osborne
Brendan Ryan
Lacey Williams

Vice-Presidents/Executive Deans/Directors

Peter Dietsche, Vice President, Research & Institutional Quality
Catherine Drea, Vice President, Students, Access & Success
Joanne Echlin, Vice President, HR Staff Services
Carolyn Gray, Vice President, Lifelong Learning & Brantford
Kathy Hayes, Registrar
Ronald Holgerson, Vice President, Marketing, Communications, Alumni & Development
Cheryl Jensen, Vice President, Technology, Apprenticeship & Corporate Training
Rick Kawai, Chief Information Officer
Rosemary Knechtel, Vice President, Academic

Debbie Logel Butler, Executive Director, Development & Alumni Relations
Karen Moore, Director, Financial Operations
Catherine Peterson, Director, Purchasing and Financial Planning
Dick Raha, Vice President, Finance and Administration - Finance
Dale Schenk, Vice President, Finance and Administration - Facilities

Observers

Suzanne Clancy, Faculty (Vice President, Local 240)
Jason Lee, Student (President, Mohawk Students' Association)
Anthony D'Alessandro, Chair, Mohawk College Council
Fred Deys, Faculty (President, Local 240)
John Guilfoyle, Administration (President, Mohawk College Administrative Staff Association)
Kathy Maxwell, Support Staff (President, Local 241)
Matthew Schnarr, Student (President, Students' Athletics Committee)

Guests

Arun Jacob, Incoming Student Governor (as of September 1, 2006)
Jim Jones, Associate Dean, CE – Creative & Applied Arts
Rick Knowles, Incoming Faculty Governor (as of September 1, 2006)
Veronica Weir, Faculty (Treasurer, Local 240)