

**OPEN PORTION MINUTES**

**DATE OF MEETING:** Wednesday, June 5, 2013

**PLACE OF MEETING:** Mohawk College  
Fennel Campus  
Bert Hares Board Room- i131  
135 Fennell Ave  
Hamilton, ON  
1:30 p.m.

**CHAIR:** John Marinucci

**VICE CHAIR:** Nancy Fram

**PRESIDENT:** Rob Maclsaac

**MEMBERS PRESENT:** Graham Browne  
Donna Cripps  
Gary Crowell  
Nancy Fram  
Heather Giardine-Tuck  
Joy Grahek (via teleconference)  
Trent Jarvis  
John Marinucci  
Linda Marshall  
Taunya Paquette  
Joe Parker  
Adam Pipe  
Elaine Sinha  
Glen Steeves  
Don Wilford

**REGRETS:** Doug Harrison

**BOARD SECRETARY:** Ali Ghiassi



**OTHERS PRESENT:** Fran Agnew, Executive Director, Office of the President  
Bob Carrington, Associate Vice President, Facilities & Property Development  
Piero Cherubini, Dean Skilled Trades and Apprenticeship  
David Graham, Vice President, Corporate Services  
Antoine Haroun, Chief Information Officer  
Cheryl Jensen, Vice President, Academic  
Karen Moore, Chief Financial Officer  
Wayne Poirier, Vice President, Student Services  
Trisha Simon, Executive Assistant, Board of Governors (Recorder)  
Ron Taylor, Chief Real Estate, Planning & Development Officer

**Guests:** Carmelinda Del Conte, Research & Planning Analyst, Institutional Research

**1. CALL TO ORDER AND REMARKS BY THE CHAIR:**

Chair John Marinucci called the meeting to order at 1:48 p.m.

**2. ADDITONS/ DELETIONS TO AGENDA:**

No changes were made to the agenda.

**3. CONFLICT OF INTEREST DECLARATIONS:**

No declarations were made.

**4. BOARD CHAIR REMARKS:**

Chair John Marinucci welcomed everyone to the 430th meeting of the Board of Governors.

John noted that the meeting is the final for the year. As Board Chair, John thanked the Board for their continued commitment, expertise and time over the past year. The Chair thanked Governor Paquette for the presentation she and Ron Mclester provided during the lunch hour providing further understanding on the issues of aboriginal reconciliation.

John then turned the floor over to Rob for his remarks.

**5. PRESIDENT'S REMARKS:**

The President updated the Board members and gave a PowerPoint presentation on the number of accomplishments over the past few weeks.

The Ontario Centres of Excellence (OCE's) awarded Mechanical Engineer students who worked with Tiffany Metal Castings Ltd. to optimize the company's processes to accommodate new production volume. They were given \$2000 for Best College Project by the Minister of Research and Innovation.

At the ACCC conference, Faculty member Peter Olynyk was awarded the bronze teaching excellence award. Peter is the co-founder of the annual Popsicle Stick Bridge Building competition, which just celebrated its 26<sup>th</sup> year. Peter is one of the driving forces behind the Bay Area Science and Engineering Fair. Peter started Mohawk's first meet the grad night which has since grown into sold-out events with dozens of



employers and hundreds of students in Eng. Tech. He also consistently earns top marks from students. This is the second year in a row that a Mohawk faculty member has won this award.

Mohawk College recently hosted more than 300 students from area schools for the 2013 Special Olympics.

Mohawk received two corporate donations totalling \$400,000 the end of May, in support of the college's Fennell Campus renewal project. BMO Financial Group donated \$300,000, while Great-West Life, Canada Life and London Life contributed \$100,000. The donations were recognized by the college with the unveiling of the BMO Financial Group Advisement Centre and the Great-West Life, Canada Life and London Life Training and Conference Room in the Square.

Rob informed the Board of the upcoming special funding announcement scheduled for Friday June 7<sup>th</sup> at the Athletics and Recreation Center. He invited the members of the Board to join in this special celebration.

## **6. PRESENTATIONS**

Student Presentation- Walters Steel:

Cheryl Jensen introduced Marty Verhey, HR Manager at Walters Inc. Piero Cherubini, Dean Skilled Trades and Apprenticeship, provided the introduction to the team. He thanked Marty for the partnership. Wayne Ostermaier, Associate Dean, Skilled Trades & Apprenticeship, was introduced and talked a bit about the program. Wayne then introduced two of the students involved in the Walters project, Caleb Span and Austin Keller

MEDIC Presentation and tour:

Ted Scott, Chief Innovation Officer and Dean of Applied Research took the Board members for a tour of the MEDIC facility on campus.

Future Ready Facilities- Fennell Renewal:

Bob Carrington introduced Ron Taylor, Chief Real Estate, Planning & Development Officer who made a brief presentation on some of the developments happening around the College.

**7. CONSENT AGENDA:**

7.1 Minutes of the April 10, 2013 Open Portion Board of Governors' Meeting

It was moved by John Marinucci, and seconded by Gary Crowell that consent agenda item 7.1 be approved.

**Carried (MOTION 430.O.7)**

**8. DECISION ITEMS:**

There were no decision items at this meeting.

**9. REPORTS FROM STANDING COMMITTEES:**

9.1 Governance Committee, June 5, 2013

Consent Agenda:

9.1.i) 2012-13 KPI Survey Results: PO.13.06.062

Carmelinda Del Conte made a brief presentation on the KPI survey results. The KPI survey was handed out to the Board for their information.

It was moved by John Marinucci, and seconded by Glen Steeves that the following consent agenda item be approved:

**THAT** the Board of Governors receives Report: *PO.13.06.062 Results of 21012/13 Key Performance Indicators* for information.

**Carried (MOTION 430.O.9.1i)**

Decision items:

9.1.ii) Policy Review: A02: Strategic Plan: GC.13.06.037

It was moved by John Marinucci, and seconded by Don Wilford that the following decision item be approved:

**THAT** the Board of Governors approve changes to Board Policy A02 – Strategic Plan as attached at Appendix A:

**AND THAT** the Board of Governors direct staff to update the Board Governance Policy Manual to reflect the changes as attached in Appendix A.

**Carried (MOTION 430.O.9.1ii)**

9.1iii) 2013-14 Board Meeting Schedule: GC.13.06.038

It was moved by John Marinucci, and seconded by Nancy Fram that the following decision item be approved:

**THAT** the Board of Governors approves the meeting schedule for the 2013-2014 Academic year as presented in Report #GC.13.06.038: *2013-2014 Board of Governors Meeting Schedule*, and

**THAT** the Board of Governors does hereby give notice of its intention to pass an amendment to Bylaw No. 1, being a bylaw governing General Matters, to reflect the committee and Board meeting schedule.

**Carried (MOTION 430.O.9.1iii)**

9.1iv) 2012-13 Annual Report: GC.13.06.039

It was moved by John Marinucci, and seconded by Elaine Sinha that the following decision item be approved:

**THAT** subject to minor housekeeping and final formatting of content and document design, the Board of Governors approve the 2012-13 Annual Report attached as Appendix A to Report GC.: Draft 2012-13 Mohawk College Annual Report,

**AND THAT** staff be directed to submit the Annual Report to the Ministry of Training, Colleges and Universities.

**Carried (MOTION 430.O.9.1iv)**

9.1v) 2013-14 Business Plan: GC.13.06.040

It was moved by John Marinucci, and seconded by Heather Giardine-Tuck that the following decision item be approved:

**THAT** subject to minor housekeeping and final formatting of content and document design, the Board of Governors approve the 2013-14 Business Plan attached as Appendix A to Report GC.13.06.040: *Draft 2013-14 Mohawk College Business Plan*,

**AND THAT** staff be directed to submit the Business Plan to the Ministry of Training, Colleges and Universities.

**Carried (MOTION 430.O.9.1v)**

9.1vi) 2013-14 Annual Strategic Priorities: PO.13.06.060

It was moved by John Marinucci, and seconded by Don Wilford that the following decision item be approved:

**THAT** the Board of Governors approve the establishment of the Key Projects, as outlined in Report: PO.13.06.060: 2013-14 Annual Strategic Priorities, Appendix B, as the annual priorities to advance the multi-year Strategic Plan in 2013-14;

**AND THAT** the Board approves the metrics presented in Appendix C, as the monitoring tool to measure the progress of the College's strategic priorities;

**AND THAT** the Board directs staff to provide an update of the key projects and metrics at each regular Board meeting.

**Carried (MOTION 430.O.9.1vi)**

9.2 Audit, Finance & Infrastructure Committee, June 5, 2013  
Consent Agenda:

It was moved by Glen Steeves, and seconded by Linda Marshall that the following consent agenda items be approved:

- 9.2(i) Corporate Services Dashboard- June 2013: CS.13.06.144
- (ii) Infrastructure Report: CS.13.06.145
- (iii) Management Letter for Financial Audit: CS.13.06.152

**Carried (MOTION 430.O.9.2.i-iii)**

Decision Items:

9.2.iv) 2012/13 Draft Financial Statements: CS.13.06.147

It was moved by Glen Steeves, and seconded by Heather Giardine-Tuck that the following decision item be approved:

**THAT** the Board of Governors receive and approve The Mohawk College of Applied Arts and Technology audited financial statements as presented for the fiscal year ended March 31, 2013 as provided in Report CS.13.06.147: *2012/13 Draft Financial Statements*, and

**THAT** the President and the Chair of the Board of Governors be authorized to sign the financial statements on behalf of the Board of Governors.

**Carried (MOTION 430.O.9.2.iv)**

9.2.v) 2012/13 Investment Report: CS.13.06.148

It was moved by Glen Steeves, and seconded by John Marinucci that the following decision item be approved:

**THAT** the Board of Governors approve the 2012/13 Investment Report as provided in Report CS.13.06.148: *2012/13 Investment Report*.

**Carried (MOTION 430.O.9.2.v)**

9.2.vi) 2012/13 College Insurance: CS.13.06.149

It was moved by Glen Steeves, and seconded by Nancy Fram that the following decision item be approved:

**THAT** the Board of Governors ratifies the College's insurance coverage for the policy term April 1, 2013 to April 1, 2014 as provided in Report CS.13.06.149: *2013/14 College Insurance*.

**Carried (MOTION 430.O.9.2.vi)**



9.2.vii) Internal Auditor's Report: Facilities Maintenance- Departmental Requests: CS.13.06.150

It was moved by Glen Steeves, and seconded by Elaine Sinha that the following decision item be approved:

**THAT** the Board of Governors receives for information Report CS.13.06.150 the Internal Audit Report: Facility Maintenance – Departmental Requests; and

**THAT** the Board of Governors approves the management action plans and directs staff to implement the plans as identified in Appendix A to Report CS.13.06.150.

**Carried (MOTION 430.O.9.2.vii)**

9.2.viii) Internal Auditor's Report: Cash Handling- Parking Services: CS.13.06.151

It was moved by Glen Steeves, and seconded by Elaine Sinha that the following decision item be approved:

**THAT** the Board of Governors receives for information Report CS.13.06.151 the Internal Audit Report: Cash Handling – Parking Services; and

**THAT** the Board of Governors approves the management action plans and directs staff to implement the plans as identified in Appendix A to Report CS.13.06.151.

**Carried (MOTION 430.O.9.2.viii)**

9.3 Student Services Committee, June 5, 2013  
Consent Agenda:

It was moved by Elaine Sinha, and seconded by Gary Crowell that the following consent agenda items be approved:

9.3(i) Student Services Dashboard- June 2013: SS.13.06.108

9.3(ii) Aboriginal Education Council Quarterly Report: SS.13.06.109

9.3(iii) Alumni Relations Quarterly Report: SS.13.06.110

9.3(iv) Mohawk College Association of Continuing Education  
Students Quarterly Report: SS.13.06.111

9.3(v) Student Engagement Metrics Report: SS.13.06.112

9.3(vi) Enrolment Report: SS.13.06.114

**Carried (MOTION 430.O.9.3i-vi)**

Student Services Committee, June 5, 2013

Decision Items:

There were no decision items at this meeting.

**9.4 Program Development & Renewal Committee, June 5, 2013**

Consent Agenda:

It was moved by Don Wilford and seconded by Elaine Sinha that the following consent agenda Items be approved:

9.4(i) PDRC Dashboard Report- June 2013: A.13.06.163

9.4(ii) Ongoing Program Renewal: Program Update Report:  
A.13.06.164

9.4(iii) Ongoing Program Renewal: Program Review Status Report:  
A.13.06.165

9.4(iv) School Overview/ Associate Dean Presentation: A.13.06.169

9.4(v) PQAPA Strategy Presentation for 5 Year Audit: A.13.06.170

9.4(vi) New Program Proposal: Applied Behaviour Analysis: A.13.06.171

9.4(vii) MEDIC Business Case: A.13.06.172

9.4(viii) Program Proposal: Canadian Health Care System for Foreign  
Trained Health Professionals (1 Year Mohawk College Certificate):  
A.13.06.175

**Carried (MOTION 430.O.9.4.i-viii)**

Decision Items:

9.4(ix) New Program Proposal: Retail Pharmacy Assistant: A.13.06.167

It was moved by Don Wilford and seconded by Heather Giardine-Tuck that the following decision Item be approved:



**THAT** the Board of Governors approves the new program proposal, Report #, A.13.06.167 *New Program Proposal: Retail Pharmacy Assistant.*

**Carried (MOTION 430.O.9.4.ix)**

9.4(x) REB Research Ethics Board: A.13.06.173

It was moved by Don Wilford and seconded by Elaine Sinha that the following decision Item be approved:

**THAT** the Board of Governors approves the establishment of the Mohawk College Research Ethics Board, Report # A.13.06.173, *Research Ethics Board.*

**Carried (MOTION 430.O.9.4.x)**

#### **10. INFORMATION ITEMS:**

10.1 Update from Mohawk Students Association: Report # MSA.13.06.004

It was moved by Adam Pipe and seconded by Heather Giardine-Tuck that the following information item be approved:

**THAT** the following update from the Mohawk Student Association report is presented to the Board of Governors for information.

**Carried (MOTION 430.O.10.1)**

#### **11. UPCOMING MEETINGS /EVENTS**

The next Board of Governors' Meeting will be held Wednesday, September 11, 2013 at 1:30 p.m., Room i131, Fennell Campus, Mohawk College.

#### **12. ADJOURNMENT/ MOTION TO GO IN CAMERA**

It was moved by, Elaine Sinha and seconded by Heather Giardine-Tuck to adjourn the open portion of the 430<sup>th</sup> meeting of the Board of Governors. The meeting adjourned at 4:07 p.m.

**Carried (MOTION 430.O.12)**