

MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY
BOARD OF GOVERNORS' MEETING
(359th Meeting)
BOARD ROOM, C111B, FENNEL CAMPUS, MOHAWK COLLEGE
Wednesday, March 10, 2004

ATTENDANCE - OPEN PORTION

Board of Governors

Bronko Jazvac, Acting Chair
Tom Behroozi
Gary Beveridge
Gaspere Bonomo
Linda Brown
Brenda Davis
Allan Greve
Trent Jarvis
Carolyn Johnson
Sharon Lax
April Nederlof
Brendan Ryan
Cindy Swanson
Kathy Verspagen
MaryLynn West-Moynes, President

Absent

Bryan Adamczyk
Shawn Chamberlin
Rick Sterne
Martin van Zon

Observers

Suzanne Clancy, Faculty
Greg Cormier, Chair, Mohawk College Council
Fred Deys, Faculty (President, OPSEU Local 240)
John Guilfoyle, Administration (President, Mohawk College Administrative Staff Association)
Kryisia Iwanek, President, Mohawk College Alumni Association
Jady Klyve, Student (President, MCACES)
Tansy Ko, Student (President, MSA)

Vice-Presidents/Deans/Directors

Doug Baker, Brantford & Applied Arts
Louise Bockner, Dean, Business & International Education
Alan Clay, Director, Marketing & Public Relations
Joanne Echlin, Director, Human Resources
Wayne Garland, Associate Dean, Academic Operations
Shelagh Gill, Vice President, Academic
Cheryl Jensen, Dean, Engineering Technology
Carolyn Gray, Vice President, Student and Community Services
Debbie Logel Butler, Director, Community Relations & Advancement
Linda Marshall, Manager, Alumni Affairs & Corporate Services
Catherine Peterson, Director, Purchasing and Financial Planning
Dick Raha, Vice President, Finance & Administration

Alice Szrajber, Chair, Business Studies
Jim Vanderveken, Director, Community Economic Development

Guests

Heather Giardine, Professor, Return to Work Services
Maurice Graff, Architect
Anna Gris, Chief Union Steward, OPSEU Local 240
Lacey Williams, Incoming Student Governor

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Wednesday, March 10, 2004

OPEN PORTION

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

1. Minutes of the 358th Meeting (February 11, 2004)

It was moved by Cindy Swanson and seconded by Brenda Davis that the minutes of the 358th meeting (February 11, 2004) be approved. Carried unanimously. **(MOTION 359.O.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. Chair's Remarks

3.1 TGIW Update

The Chair advised the Board that the Shaping the Future TGIW, held prior to the February 11th Board meeting, raised \$6,254 for the family campaign.

3.2 ACAATO Conference Reports

The Chair stated that the Governors who attended the ACAATO Conference in Kingston enjoyed the sessions and the Premier's Awards banquet. One of Mohawk College's nominees, Lyla Miklos, attended the Premier's Award banquet.

3.3 Winter Convocations

The Chair acknowledged the efforts of all those involved in the excellent organization of the Winter Convocations held on February 13 and 14, 2004.

3.4 President's Installation

MaryLynn West-Moynes' installation ceremony was held on March 1, 2004 and it was very well attended and organized.

3.5 Fundraising

The Chair stated that he and Rick Sterne have been canvassing the members of the Board for fundraising for the family campaign and their goal is 100% participation from the Board members.

3.6 Plaque Presentation

A plaque was presented to Shelagh Gill for her system-wide leadership on the College bargaining team and successfully completing the negotiations.

CONSENT AGENDA

4. **Board Log**
5. **Reports/Minutes**
 - 5.1 **Occupational Health & Safety Committees**
 - **Fennell Campus, February 4, 2004**
 - 5.2 **Program Review Committee, February 5, 2004**

In answer to Allan Greve's question about the review of the Program Review process, the review has been delayed due to the absence of the Vice President, Academic, but it is scheduled to take place in May 2004.
 - 5.3 **Mohawk College Council, February 9, 2004**
 - 5.4 **Mohawk College Report, March 2004**
6. **Student Association Reports**

Tansy Ko, President of the MSA, provided a verbal report from the MSA. Tansy apologized on behalf of the MSA and the Satellite Newspaper for the offensive articles included in the recent issue of the Satellite. She indicated work was underway to prevent this in the future.

It was moved by Gary Beveridge and seconded by Tom Behroozi that items 4, 5.1, 5.2, 5.3, 5.4 and 6 be accepted for information. Carried unanimously.
(MOTION 359.O.4-6)

DISCUSSION/DECISION AGENDA

(For items moved from the Consent Agenda.)

REGULAR AGENDA

7. **Business Arising from the Minutes**

There were not items of business arising from the minutes.
8. **Committee Reports**

There were not committee reports.
9. **President's Report**
 - 9.1 **Enrollment Projections/Conversion Strategy**

The Enrollment Projections/Conversion Strategy report was distributed for information. The President outlined some of the enrollment management strategies put into effect to counter the 15% drop in applications.
 - 9.1 **Academic Negotiations Update**

Joanne Echlin provided an update on the academic negotiations for the information of the Board.
 - 9.2 **Health, Safety and Environmental Issues Report**

There were no health, safety and environmental issues to report.
 - 9.3 **Fundraising Update**

The Board members received the March 10, 2004 *Shaping the Future* Campaign update.

9.5 Convention and Meeting Planning Post-Diploma Certificate Program

The summary of minutes referred to in the first paragraph under "Financial" was not provided. This program proposal will come back to the Board at the April 14, 2004 meeting with the complete information attached.

9.6 Stoney Creek Campus Concept

The President introduced Maurice Graff of Graff Architect Incorporated. Mr. Graff explained the Stoney Creek Campus concept renderings.

It was moved by Sharon Lax and seconded by Allan Greve that further exploration of the Stoney Creek Campus project be referred to the Finance Committee for consideration and then to the Board. Carried unanimously. **(MOTION 359.O.9.6)**

9.7 Budget Process Update – May Approval

The March 26, 2004 meeting of the Finance Committee and the Audit and Operational Review Committee was changed to Friday, April 16, 2004 to allow for the preparation of the budget in order to bring it forward to the May 12, 2004 Board meeting for approval.

9.8 Information Items:

- **Canadian Association of Schools of Nursing Accreditation Candidacy Review of the Collaborative BScN Program**
The BScN program received an excellent review.
- **SARS Compensation**
Mohawk College will receive \$33,923 for costs incurred during the 2003 provincial SARS emergency.
- **CSAIT letter**
The Chair of the Computer Science and Information Technology Department, Corinne Ethier, received a letter of thanks from a recent graduate.
- **Appreciation for Preparation of 2004-2007 College System Funding Ask** – Joanne Echlin received a letter of thanks from the Chair of the ACAATO Executive Committee, the Chair of the Committee of Presidents and the Executive Director of ACAATO for her work in preparing the 2004-2007 college system funding ask.

Upcoming Meetings:

- Presidential Performance Evaluation Ad Hoc Committee Meetings, March 24, 3 p.m.
- Program Review Committee Meeting, March 15, 7:45 a.m.
- Finance Committee and Audit & Operational Review Committee Meetings, April 16, 7:45 a.m.
- Strategic Advance, March 28 & 29
- Governance Committee Meeting, March 30, 3:30 p.m.

9.9 Other Business

9.9.1 Proposal for Insurance

It was moved by Linda Brown and seconded by Brendan Ryan that the insurance policies be renewed for the policy term April 1, 2004 to April 1, 2005 and that the insurance program details be forwarded to the Finance Committee and the Board of Governors when available. Carried unanimously. **(MOTION 359.O.9.9.1)**

The President stated that she will be discussing the necessity of bringing items of this nature to the Board.

Allan Greve asked that more information on insurance coverage and liability for Board members be provided for the April Board meeting.

Carolyn Johnson suggested that, in the future, the insurance proposal be brought to the January/February meeting of the Finance Committee in order to come to the Board at the March meeting in order to receive approval prior to the beginning of the term on April 1.

9.9.2 Banner Update

The President reported that the College went live with the introduction of Continuing Education registration on line as scheduled.

10. Verbal Updates

- **Committee Chairs**
- **Mohawk College Council**
- **MSA**
- **SAC**
- **MCACES**
- **Mohawk College Alumni Association**

Greg Cormier (Mohawk College Council), Jady Klyve (MCACES) and Krysia Iwanek (Mohawk College Alumni Association) provided verbal updates.

11. Questions of the Day

April Nederlof suggested that the Board consider meeting at one of the other College campuses.

12. New Business (Including Notices of Motions)

There were no items of new business to report.

13. Next Meeting Date

The next meeting of the Mohawk College Board of Governors is scheduled for Wednesday, April 14, 2004 beginning with dinner from 5 to 6 p.m. in the Staff Dining Room, C05 and the Open Portion meeting at 6 p.m. in the Board Room, C111B, Fennell Campus.

14. In Camera Session/Adjournment

The Open Portion Board of Governors' meeting was temporarily adjourned at 7:40 p.m. for discussion of in camera items.