

**BOARD OF GOVERNORS' MEETING**  
**(398<sup>th</sup> Meeting)**  
**FENNEL CAMPUS, MOHAWK COLLEGE**  
**Wednesday, March 12, 2008**

**OPEN PORTION**

<b>1.</b>	<p><b>CALL TO ORDER</b> The Mohawk College Open Portion Board of Governors' meeting was called to order at 6:01 p.m.</p>
<b>2.</b>	<p><b>INTRODUCTION OF NEW GUESTS</b> Ronald Holgerson introduced eight students from the Office Administration program: Heidi Eisbrenner, Jennifer Edgley, Branko Marinic, Sophie Matsos, Francine Papachristos, Ashley Rennie, Valentina Sacco and Ashley Sharpe.</p> <p>Rosemary Knechtel introduced the Mohawk College Marketing students who recently won the Gold Medal at the 3<sup>rd</sup> Annual Vanier College BDC Case Challenge in Montreal: Kristin Dores and Cody Thompson (Gold medal winner Laura Tardif was not able to attend) and their Professors Pat Kolodziejski, Janice Shearer and Mark Valvasori.</p> <p>Kristin Dores and Cody Thompson gave the Board a brief overview of the marketing campaign that they developed to win gold at the competition.</p>
<b>3.</b>	<p><b>ADDITIONS/DELETIONS TO THE AGENDA</b> Three items were added under the President's Report.</p>
<b>4.</b>	<p><b>CONFLICT OF INTEREST DECLARATIONS</b> 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>

## **OPEN PORTION**

### **5. APPROVAL OF THE PREVIOUS MINUTES**

#### **5.1 Minutes of the 397<sup>th</sup> Open Portion Board Meeting (February 13, 2008)**

The Chair noted that we have not achieved quorum (11 Board members) and, therefore, no motions can be passed at this meeting. Approval of any motions from this meeting will be sought from Governors electronically.

It was moved by Brendan Ryan and seconded by Brenda Davis that the Board of Governors approve the minutes of the 397<sup>th</sup> Open Portion Board meeting of February 13, 2008. Carried by electronic vote conducted after the meeting. **(MOTION 398.O.5.1)**

### **6. BOARD COMMITTEE REPORTS**

#### **6.1 Program Development & Renewal Committee, March 6, 2008**

The minutes of the March 6, 2008 Program Development & Renewal Committee meeting were presented for information.

#### **6.2 Audit Committee, February 7, 2008**

The minutes of the February 7, 2008 Audit Committee meeting were presented for information.

#### **6.3 Finance Committee, February 13, 2008**

The minutes of the February 13, 2008 Finance Committee meeting were presented for information.

Pat McKay stated that budget planning is going well and there are no concerns at this time. The President stated that decision/actions approved by the Board last year have made a difference to budget planning for this year and it is expected that a balanced budget will be achieved.

### **7. STRATEGIC/DECISION ITEMS**

#### **7.1 Aboriginal Small Business Management**

Rosemary Knechtel explained that the Aboriginal Small Business Management program is a one year certificate program that is supported by the Six Nations Reserve. It is expected to be a niche program and graduates from the program will be able to apply to the Small Business Management program and other programs in the School of Business.

## **OPEN PORTION**

In answer to a question from Pat McKay about how to determine whether or not new programs perform successfully, the President stated that there are several steps in the program quality process: program mapping, program review and KPIs. An additional step, recently introduced, is the new Program Report Card process, as outlined in the March 6, 2008 Program Development & Renewal Committee minutes. This Committee is also regularly advised of new program enrolment figures as well as program suspensions, holds and cancellations.

The President stated that a report on the Program Quality Assurance Process Audit (PQAPA) will come to the Board in Fall 2008.

It was moved by Brenda Davis and seconded by Sharon Lax that the Board of Governors approve the Aboriginal Small Business Management program. Carried by electronic vote conducted after the meeting. **(MOTION 398.O.7.1)**

### **8. STRATEGIC/DISCUSSION ITEMS**

There were no strategic/discussion items to discuss.

### **9. PERFORMANCE REPORT**

The financial report for the month ending January 31, 2008 was provided to the Board for information.

The revised performance reports will come to the Board in May 2008 for the year end March 31, 2008. It is planned that the report will be a two-page summary showing key statistics relative to enrolment, revenue expenses, trends, KPIs, etc.

### **10. PRESIDENT'S REPORT**

#### **10.1 President's Report**

The President's Report was provided to the Board for information.

#### **10.2 Mohawk Men's Volleyball Team**

The Mohawk Men's Volleyball team won the Bronze Medal at the Canadian Colleges Athletic Association Championship at Humber College on March 9, 2008.

#### **10.3 Employee Ontario – Skills Pathways Program**

The President advised the Board that she recently signed an agreement with the Employee Ontario Skills Pathways Program for \$1.3 million.

## **OPEN PORTION**

	A more detailed report on this program will be provided to the Board at the April 2008 Board meeting.
<b>10.4</b>	<b>Updating the Fennell Campus Library</b> The President reported on a recent meeting with MPP Sophia Aggelonitis, Parliamentary Assistant to the Minister of Small Business and Entrepreneurship, and they identified that the Fennell Campus Library needs to be updated.
<b>11.</b>	<b>BOARD CHAIR'S REPORT</b> The Chair had no items to report.
<b>12.</b>	<b>INFORMATION</b> Items 12.1, 12.2, 12.3 and 12.4 were provided for information.
<b>12.1</b>	<b>Student Reports (MSA/SAC/MCACES/Alumni)</b>
<b>12.2</b>	<b>Summary of Premier McGuinty's speech at Heritage Dinner</b>
<b>12.3</b>	<b>School College Work Initiative, Winter 2007-08</b>
<b>12.4</b>	<b>Media Reports</b>
<b>13.</b>	<b>UPCOMING MEETINGS</b> <ul style="list-style-type: none"><li>• March 27, 2008, Strategic Planning Steering Committee</li><li>• March 28, 2008, Finance Committee</li><li>• May 14, 2008 Board of Governors' meeting</li><li>• May 25 to May 27, 2008, ACCC Annual Conference, Prince George, B.C.</li><li>• June 6, 2008, Joint Audit Committee &amp; Finance Committee</li><li>• June 11, 2008 Board of Governors' Meeting &amp; Annual General Meeting (<i>starting at 2:30 p.m. following the Board of Governors' BBQ for all Staff at 12:30 p.m.</i>)</li><li>• Spring Convocations: June 17 (11 a.m.) at the Sanderson Centre in Brantford, June 18 (2:30 p.m. &amp; 7 p.m.), June 19 (9:30 a.m., 2:30 p.m. &amp; 7 p.m. and June 20 (9:30 a.m. &amp; 2 p.m.) at the McIntyre Theatre, Fennell Campus.</li></ul>
	<b>NEXT BOARD OF GOVERNORS' MEETING</b>

**OPEN PORTION**

**Wednesday, April 9, 2008, 6:00 p.m.**  
**Brantford Campus, Mohawk College, Room B103/105**  
**(Tour at 4:30 p.m. Buffet Dinner served from 5 to 6 p.m., B103/105)**

- 14. ADJOURNMENT/MOTION TO GO IN CAMERA**  
The Mohawk College Open Portion Board of Governors' meeting adjourned at 6:44 p.m. and the Closed Portion meeting will reconvene, after a short break.

# MOHAWK

COLLEGE OF APPLIED ARTS AND TECHNOLOGY

**BOARD OF GOVERNORS' MEETING**  
**(398<sup>th</sup> Meeting)**  
**FENNEL CAMPUS, MOHAWK COLLEGE**  
**Wednesday, March 12, 2008**

**ATTENDANCE - OPEN PORTION**

**Board of Governors**

Allan Greve, Chair  
Heide Bell  
Roberta Burke  
Brenda Davis  
Trent Jarvis  
Sharon Lax  
Pat McKay  
Brendan Ryan  
Debra Veldstra  
MaryLynn West-Moynes, President

**Absent**

Bryan Adamczyk  
Paven Bratch  
Janice Locke  
Brian Mullan  
Ty Shattuck

**Vice-Presidents/Associate Deans/Directors**

Lynn Chalmers, Executive Assistant to the Board of Governors (Recording Secretary)  
Joanne Echlin, Vice President, HR - Staff Services  
Ronald Holgerson, Vice President, Marketing, Communications, Alumni & Government Relations  
Cheryl Jensen, Vice President, Technology, Apprenticeship & Corporate Training  
Rick Kawai, Chief Information Officer  
Rosemary Knechtel, Vice President, Academic  
Maureen Monaghan, Executive Assistant to the President  
Bill Pitcher, Chief Development Officer  
Dale Schenk, Vice President, Finance and Administration

**Observers**

Jady Klyve, President, Mohawk College Association of Continuing Education Students  
Sam Maga, Faculty (President, Local 240)  
Kathy Maxwell, Support Staff (President, Local 241)

**Guests**

**Greg Cormier**

**Veronica Weir**

**Marketing Students - Gold Medal Winners at 3<sup>rd</sup> Annual Vanier College BDC Case Challenge:**

Kristin Dores, Marketing Student

Laura Tardif, Marketing Student (not present)

Cody Thompson, Marketing Student

Pat Kolodziejwski, Professor

Janice Shearer, Professor

Mark Valvasori, Professor

**Office Administration Students:**

Heidi Eisbrenner

Jennifer Edgley

Branko Marinic

Sophie Matsos

Francine Papachristos

Ashley Rennie

Valentina Sacco

Ashley Sharpe