

MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY

BOARD OF GOVERNORS' MEETING

(344th Meeting)

BRANTFORD CAMPUS, ROOM A103, MOHAWK COLLEGE

Wednesday, May 8, 2002

ATTENDANCE

OPEN PORTION

Board of Governors

**Linda Brown, Chair
Tom Atterton, Vice Chair
Tom Behroozi
Shawn Chamberlin
Cal Haddad, President
Bronko Jazvac
Carolyn Johnson
Rick Knowles
Jim Koyanagi
Ken Krakar
Rick Sterne
Dr. Peter Sutherland
Cindy Swanson
Kathy Verspagen**

Absent

**Gary Beveridge
Rebecca Jamieson
Linda Rogers**

Observers

**Chris Blackwood, Chair, Mohawk College Council
Gaspere Bonomo, Faculty
Mike Bradford, Student (President, SAC)
Fred Deys, Faculty (President, Local 240)
Margaret Hart, Student (President, MCACES)
Krysia Iwanek, Mohawk College Alumni Association
John Pooler, Support Staff (President, Local 241)
Jaime Richardson, Student**

Vice-Presidents/Deans/Directors

Alan Clay, Director, Marketing & Public Relations

Louise Bockner, Dean, Business & Applied Arts

Joanne Echlin, Director, Human Resources

Shelagh Gill, Vice President, Academic

Carolyn Gray, A/Vice President, CE & Business Development

Cheryl Jensen, Dean, Engineering Technology

**Linda Marshall, Corporate Services Officer & Co-ordinator Staff
Development**

Rachel Matthews, Director, Counselling and Disability Services

Dick Raha, A/Vice President, Finance & Administration

John Schaeffer, Director, Skills Development, Brantford Campus

Guests

Ken Baker, Senior Consultant, Campaign Director (Ketchum Canada)

Suzanne Clancy, Vice President, Local 240

April Nederlof, Student Governor-elect

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OPEN PORTION

The Open Portion of the Board of Governors' meeting was called to order at 6:38 p.m.

1. Minutes of the 343rd Meeting

It was moved by Tom Behroozi and seconded by Ken Krakar that the minutes of the 343rd meeting be approved. Carried unanimously.
(MOTION 344.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. Business Arising from the Minutes

3.1 Recommendations regarding Code of Ethical Conduct and Amendments to the Conflict of Interest Guidelines

It was moved by Tom Atterton and seconded by Tom Behroozi that the following recommendations be approved:

- The Board of Governors adopt the proposed "Code of Ethical Conduct" based on the sample Code of Ethics provided by the Ontario Council of Regents.
- The proposed "Code of Ethical Conduct" replace the "Governor Declaration".
- The current Board Conflict of Interest Guidelines be amended by adding the following as part iv of section B, Conflict of Interest Defined:
"Conflict of Interest does not apply to instances:
 1. *where the interest is so remote or insignificant that it cannot reasonably be regarded as likely to influence the Governor; or where a pecuniary interest is in common with a broad group of which the Governor is a member.*
 2. *where the issue is one of general or public information.*

Carried unanimously. **(MOTION 344.O.3.1)**

4. Chair's Remarks

4.1 Board Log

The following changes were made to the Board Log:

Item 1 – Change timeframe and deadline to Fall. Ensure that this is aligned with the College's fundraising activity/plan.

Items 2, 3, 7 – Remove.

Item 8 & 9 – Combine.

It was moved and seconded that the Board Log for May 2002, as amended, be accepted for information. Carried unanimously.

(MOTION 344.O.4.1.1)

4.2 Council of Regents' Student Governor Survey Report

The Council of Regents' Student Governor Survey Report was distributed. The President stated that we follow or exceed all of the recommendations contained in the report.

Ken Krakar reported that he and April Nederlof attended the College Student Alliance Student Governor Changeover Conference along with 20 representatives from the Student Governor Network. He further stated that the Student Governor Network has evolved into a very effective group.

It was moved by Shawn Chamberlin and seconded by Jim Koyanagi that the Council of Regents' Student Governor Survey Report be accepted for information. Carried unanimously.

(MOTION 344.O.4.2)

4.3 Board of Governors' Hosted Staff Appreciation Event

The Chair reminded Governors of the Staff Appreciation Event hosted by the Board of Governors on Tuesday, June 11, 2002 at 3:30 p.m. in the North Cafeteria.

4.4 VIP Day, May 11, 2002

Governors are welcome to attend the May 11th VIP Day, 10 a.m. to 2:30 p.m. at the Fennell Campus.

4.5 KPI Results

The Chair congratulated the President and the staff on Mohawk's KPI (Key Performance Indicators) results.

4.6 Response from MSA re: Non Voting Position for Student Governor

The Chair referred to an email from Nathan Fehrman, President of the MSA, advising that the MSA Board did not approve the non-voting position on the Board for the Student Governor. The MSA Board chose not to change the structure of their Board at this time. They have approved a policy of forwarding pertinent information to the Student Governor and they will extend an open invitation to the Student Governor to attend all their Board meetings. The Student Governor will be given the opportunity to speak at the MSA Board meetings.

5. Board Committees' Reports

5.1 Occupational Health & Safety Committee Meetings:

It was moved by Cal Haddad and seconded by Ken Krakar that the Fennell Campus Occupational Health & Safety Committee minutes of February 6, 2002 be accepted for information. Carried unanimously. **(MOTION 344.O.5.1)**

5.2 CEO Evaluation Ad Hoc Committee, April 18 & 25, 2002

It was moved by Rick Knowles and seconded by Tom Behroozi that the April 18 and 25, 2002 CEO Evaluation Ad Hoc Committee minutes be accepted for information. Carried unanimously. **(MOTION 344.O.5.2)**

Rick Knowles reported that the CEO Evaluation Ad Hoc Committee has met 7 times and the report from the Committee will be tabled for discussion at the June 12, 2002 Board meeting.

5.3 Program Review Committee, April 22, 2002

It was moved by Tom Atterton and seconded by Bronko Jazvac that the Program Review Committee minutes of April 22, 2002 be accepted for information. Carried unanimously. **(MOTION 344.O.5.3)**

5.4 Governance Committee, May 6, 2002

It was moved by Rick Sterne and seconded by Rick Knowles that the Governance Committee minutes of May 6, 2002 be approved. Carried unanimously. **(MOTION 344.O.5.4.1)**

It was moved by Rick Sterne and seconded by Ken Krakar that the two additional Board members on the Presidential Search Committee be Bronko Jazvac and Carolyn Johnson. Carried unanimously. **(MOTION 344.O.5.4.2)**

It was moved by Tom Atterton and seconded by Tom Behroozi that the recommendation from the Governance Committee to invite

Local 240, Local 241 and MCASA to each appoint a representative to attend the Presidential Search Committee meetings be approved. Carried unanimously. **(MOTION 344.O.5.4.3)**

The Chair stated that the Board would be solely responsible for making the final decision with respect to the selection of the President.

It was moved by Tom Atterton and seconded by Rick Knowles that the report from the CEO Evaluation Ad Hoc Committee entitled "Performance Agreement Mohawk College", as distributed to the Board, be tabled for further discussion at the June 12, 2002 Board meeting. Carried unanimously. **(MOTION 344.5.4.4)**

It was moved by Tom Atterton and seconded by Rick Sterne that Shawn Chamberlin be approved to attend the 2002 ACCC Conference in St. John's, Newfoundland. Carried unanimously. **(MOTION 344.5.4.5)**

6. President's Report

6.1 Mohawk College Report

It was moved by Cal Haddad and seconded by Kathy Verspagen that the May 2002 Mohawk Report be accepted for information. Carried unanimously. **(MOTION 344.6.1)**

6.2 Program Proposal - Diabetes Worker/Educator Certificate: Holistic Approach

It was moved by Cal Haddad and seconded by Tom Behroozi that the Diabetes Worker/Educator Certificate: Holistic Approach program proposal be approved. Carried unanimously. **(MOTION 344.O.6.2)**

6.3 Mohawk College Association of Continuing Education Students - Student Activity Fee Increase

It was moved by Cal Haddad and seconded by Tom Behroozi that the MCACES Student Activity Fee increase from \$0.24 to \$0.25 per contact hour (to a maximum of 45 contact hours), an increase of 4%, be approved, effective for the 2002 CE Fall semester. Carried unanimously. **(MOTION 344.6.3)**

6.4 "X" Centre Status Report

No report.

6.5 Health, Safety and Environmental Issues Report

No report.

6.6 Other Business

6.6.1 Banking Resolution Authorizing New Bank Accounts

It was moved by Cal Haddad and seconded by Jim Koyanagi that the Board authorize a resolution for Scotiabank operating accounts (Canadian and US) effective July 2, 2002 given Scotiabank was selected as the College corporate banker for the ensuing five years. Carried unanimously.

(MOTION 344.6.6.1)

Rick Knowles asked a question about the dovetailing of the decision to select Scotiabank as the College corporate banker for a five-year term with the College fundraising direction. Dick Raha stated that there was a component of fundraising in the RFP for the selection of the College corporate banker, as provided by Ken Baker.

6.6.2 Visit of Deputy Minister, May 2002

The President advised the Board that the following Ministry of Training, Colleges and Universities' staff visited the College on May 6, 2002 and met with the members of MEC: Kevin Costante, Deputy Minister, Jessica Hill, Assistant Deputy Minister, Post Secondary Education Division, and Michael Pimento, Senior Policy Analyst.

6.6.3 Advocacy Strategies

The President stated that two meetings with MPPs have been held and the response to the meetings has been very positive.

6.6.4 Applied Degrees

Tom Atterton expressed concern about the process followed at the April 2002 Board meeting in the presentation of the two applied degrees proposals for approval. The President offered to hold another session for the Board to discuss the applied degree proposals. Tom Atterton did not see a need for this but he proposed that, at some time in the future, the Board review applied degrees that are under development/consideration.

Shelagh Gill explained that the Minister of Training, Colleges and Universities, has offered the colleges the opportunity to apply for applied degree programs and this opportunity may never be repeated. She further explained that we currently have two degree programs in Health Sciences & Human

Services: the Nursing B.Sc.N. collaborative degree completion program and the Medical Radiation Sciences collaborative diploma-degree program and one approved applied degree program in Technology, the Bachelor of Applied Technology – Process Automation, therefore, there are no plans to offer any more applied degrees in these areas.

7. Student Association Reports

It was moved by Carolyn Johnson and seconded by Shawn Chamberlin that the SAC (Students' Athletics Committee) Report, MCACES (Mohawk College Association of Continuing Education Students) Report and the MCAA (Mohawk College Alumni Association) Report be accepted for information. Carried unanimously. **(MOTION 344.O.7)**

8. New Business Including Notices of Motions

8.1 Cleaning Contract

John Pooler introduced John Tchorz, representing the Sodexho-Marriott staff that work at Mohawk College. Mr. Tchorz explained to the Board that some of the cleaners employed by Sodexho-Marriott have been working at the College since 1979 and all of the Sodexho-Marriott staff, who work at the College, are concerned about their jobs due to the College's decision to change to Hurley Corporation cleaners.

Linda Brown thanked Mr. Tchorz for coming to the Board meeting and explained that the cleaning contract will be discussed by the Board at the Closed Portion meeting.

9. Confirmation of Date, Time and Place of Next Meeting

The next meeting of the Mohawk College Board of Governors is scheduled for Wednesday, June 12, 2002, 6:00 p.m. in the Board Room, C111B, Fennell Campus.

NOTE: The Mohawk College Board of Governors' Annual General Meeting is scheduled for Wednesday, June 12, 2002 following the Open Portion Board meeting in the Board Room, C111B, Fennell Campus.

10. Adjournment

It was moved by Tom Behroozi and seconded by Shawn Chamberlin that the Open Portion Board of Governors' meeting adjourn at 8:05 p.m. Carried unanimously. **(MOTION 344.O.10)**