

MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY

BOARD OF GOVERNORS' MEETING
(347th Meeting)

STONEY CREEK CAMPUS, MOHAWK COLLEGE, ROOM 56
Wednesday, November 13, 2002

ATTENDANCE
OPEN PORTION

Board of Governors

Tom Atterton, Chair
Tom Behroozi
Gary Beveridge
Linda Brown
Shawn Chamberlin
Cal Haddad, President
Bronko Jazvac
Carolyn Johnson
Rick Knowles
April Nederlof
Rick Sterne
Kathy Verspagen

Absent

Rebecca Jamieson
Trent Jarvis
Cindy Swanson

Observers

Mike Bradford, Student (President, SAC)
Greg Cormier, Chair, Mohawk College Council
Nathan Fehrman, Student (President, MSA)
John Guilfoyle, Administration (President, MCASA)
Jady Klyve, Student (MCACES)
Krysia Iwanek, President, Mohawk College Alumni Association

Vice-Presidents/Deans/Directors

Alan Clay, Director, Marketing & Public Relations
Joanne Echlin, Director, Human Resources
Shelagh Gill, Vice President, Academic
Carolyn Gray, Vice President, Student and Community Services
Cheryl Jensen, Dean, Faculty of Engineering Technology
Kate Kemp, Chair, CE Health Sciences & Human Services
Linda Marshall, Corporate Services Officer & Staff Development Officer
Dick Raha, Vice President, Finance & Administration

Guests

Chris Blackwood, Chair, Building & Construction Sciences

Suzanne Clancy, Vice President, Local 240

Anna Gris, Local 240

**Janyce Robinson, Acting Campaign Director, United Way of Burlington,
Hamilton-Wentworth**

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Wednesday, November 13, 2002, 6:00 p.m.

OPEN PORTION

Janyce Robinson, Acting Campaign Director of the Burlington, Hamilton-Wentworth United Way, and Linda Marshall, Chair of the Mohawk College United Way Campaign made a presentation regarding the College's United Way campaign.

The Open Portion of the Board of Governors' meeting was called to order at 6:27 p.m.

1. Minutes of the 346th Meeting

Minutes of the October 9, 2002 Committee of the Whole Meeting

It was moved by Carolyn Johnson and seconded by Shawn Chamberlin that the minutes of the 346th meeting (September 11, 2002) be approved. Carried unanimously. **(MOTION 347.O.1.1)**

It was moved by Carolyn Johnson and seconded by Linda Brown that the minutes of the October 9, 2002 Committee of the Whole meeting be approved. Carried unanimously. **(MOTION 347.O.1.2)**

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 Question Arising from the Fennell Campus Occupational Health & Safety Committee Minutes of June 27, 2002 (Ref: Committee of the Whole, October 9/02, Item 5.1)

The President stated that, further to the question arising from the June 27, 2002 Fennell Campus Occupational Health & Safety Committee minutes, the distribution of safety and security modules to students hired by the College has not always been done consistently but, in the future, all students employed by the College will receive the safety and security modules from Human Resources.

4. Chair's Remarks

4.1 Chair's Written Report

No report.

4.2 Board Log

It was moved by Carolyn Johnson and seconded by Tom Behroozi that the Board Log for November 2002 be accepted for information. Carried unanimously. **(MOTION 347.O.4.2)**

4.3 ACAATO General Assembly, October 16, 2002

It was moved by Bronko Jazvac and seconded by Tom Behroozi that the ACAATO General Assembly minutes of October 16, 2002 be accepted for information. Carried unanimously. **(MOTION 347.O.4.3)**

The Chair stated that Ministry staff will attend a Board meeting in February, March or April 2003 to discuss the new college Charter.

4.4 Premier's Awards Proposal for a Two-Phase Process

It was moved by Tom Behroozi and seconded by Shawn Chamberlin that the Premier's Awards Proposal for a two-phase process be referred to the College's Alumni Department to review the process and provide comments to the Council of Regents. Carried unanimously. **(MOTION 347.O.4.4)**

5. Board Committees' Reports

5.1 Occupational Health & Safety Committee

It was moved by Tom Behroozi and seconded by Shawn Chamberlin that the Occupational Health & Safety Committee minutes from the Stoney Creek Campus, February 28, 2002, the Brantford Campus, October 1, 2002 and the Residence & Conference Centre, October 17, 2002 be accepted for information. Carried unanimously. **(MOTION 347.O.5.1)**

The Board suggested that the Occupational Health and Safety Committee minutes include the date of the last meeting rather than referring to the "minutes of the last meeting".

In response to a suggestion by Bronko Jazvac, the President will arrange for regular occupational health and safety performance reports to come to the Board. The President suggested that a presentation to the Board on the Occupational Health and Safety committees be arranged for a future Board meeting.

5.2 Mohawk College Council, October 21, 2002

It was moved by Cal Haddad and seconded by Kathy Verspagen that the Mohawk College Council minutes of October 21, 2002 be accepted for information. Carried unanimously. **(MOTION 347.O.5.2)**

5.3 Program Review Committee, October 21, 2002

It was moved by Bronko Jazvac and seconded by Shawn Chamberlin that the Program Review Committee minutes of October 21, 2002 be accepted for information. Carried unanimously. **(MOTION 347.O.5.3)**

5.4 Program Review Caucus, October 21, 2002

It was moved by Bronko Jazvac and seconded by April Nederlof that the Program Review Caucus minutes of October 21, 2002 be accepted for information. Carried unanimously. **(MOTION 347.O.5.4)**

5.5 Governance Committee, November 11, 2002

Rick Sterne provided a verbal report on the Governance Committee meeting of November 11, 2002. He reported that the Governance Committee met with three consultants regarding the conducting of an environmental scan for the College. A final decision has not been made on the selected consultant.

It was moved by Rick Sterne and seconded by Bronko Jazvac that the verbal report on the Governance Committee meeting of November 11, 2002 be accepted for information. Carried unanimously. **(MOTION 347.O.5.5)**

5.6 Audit & Operational Review Committee Report

Tom Behroozi advised the Board that the Audit & Operational Review Committee meeting scheduled for November 26, 2002 has been cancelled and will be rescheduled to January 29, 2003 due to the fact that a recommendation on the College auditor from the Audit Tender Committee will not be available until that time.

Tom Behroozi referred to the March 31, 2002 Financial Statements and explained the potential negative impact on the College Reserve if the proposed Ministry directive to include the non-pension post-retirement and post-employment benefits is adopted. Our auditors are doing a thorough analysis of the potential impact of the accrual of non-pension post-retirement and post-employment benefits in the Financial statements.

It was moved by Tom Behroozi and seconded by Gary Beveridge that the verbal report on the Audit & Operational Review Committee be accepted for information. Carried unanimously. **(MOTION 347.O.5.6)**

6. President's Report

6.1 Mohawk College Report

It was moved by Cal Haddad and seconded by Tom Behroozi that the Mohawk College Report for November 2002 be accepted for information. Carried unanimously. **(MOTION 347.O.6.1)**

6.2 Strategic Plan/Business Plan Update

This item will be discussed under item 7.

6.3 "X" Centre Status Report

The President reported that the "X" Centre project is approximately 2 to 3 weeks behind schedule which may move the completion date to the middle of July 2003.

It was moved by Cal Haddad and seconded by Linda Brown that the "X" Centre status report be accepted for information. Carried unanimously. **(MOTION 347.O.6.3)**

Rick Knowles expressed concern about a number of inconsistencies between this "X" Centre status report and the report distributed at the October 9, 2002 meeting. It was suggested that a summary of the revisions/changes to the report should be included in the report.

Dick Raha stated that he will determine by December 2002/January 2003 if there is a risk of the "X" Centre not being completed on time and, if required, he will provide a contingency plan.

In response to a question by Anna Gris, Dick Raha stated that there are no bonus or penalty clauses in the agreement with the construction contractor with respect to the completion date of the project.

6.4 Change in Election Times for Student Governor Election

The President stated that the proposed change in the election times for the Student Governor election has been discussed with all parties concerned and they are all supportive of the change.

It was moved by Cal Haddad and seconded by Linda Brown that the change in the election times for the Student Governor election be approved. Carried unanimously. **(MOTION 347.O.6.4)**

6.5 Program Proposal: Advanced Care Paramedic Certificate Program

It was moved by Cal Haddad and seconded by Linda Brown that the Advanced Care Paramedic Certificate program proposal be approved. Carried unanimously. **(MOTION 347.O.6.5)**

6.6 Health, Safety and Environmental Issues Report

No issues to report.

6.7 Other Business

6.7.1 Lead Partner in Fundraising Campaign

The President advised the Board that he will be bringing a recommendation to the December 11, 2002 Board meeting regarding the lead partner in our fundraising campaign.

6.7.2 Fundraising Reports to the Finance Committee

A recommendation that the fundraising reports to the Board be received by the Finance Committee will be discussed at the November 26, 2002 Finance Committee meeting.

6.7.3 Red Carpet Day

The President reported that approximately 3,000 people attended the Fennell Campus Red Carpet Day on November 12, 2002 and approximately 500 attended the Brantford Campus Red Carpet Day on October 22, 2002.

6.7.4 Enrollment Report

The President stated that the College is expecting a 10% increase (approximately 500 students) in first year enrollment next year but it is difficult to determine because students are dealing with the double cohort in different ways. Some students are staying in high school for an extra year, some are going out to work for a year. It is expected that more will be known about the possible increase in enrollment in about 3 months.

7. Long Range Strategic Planning

The President advised the Board that a consultant has been hired to assist with academic planning and college differentiation. He stated that it will be necessary for this consultant and the consultant hired to conduct an environmental scan to co-ordinate their efforts.

8. Governance Discussion

8.1 Agenda

It was moved moved by Carolyn Johnson and seconded by Shawn Chamberlin that the Consent Agenda, as proposed by Tom Atterton, be accepted for use on a trial basis. Carried unanimously. **(MOTION 347.O.8.1)**

8.2 Follow-up from October 9, 2002 Committee of the Whole Meeting

Further to the suggestion at the October 9, 2002 Committee of the Whole meeting to consider a Board discussion on governance, either with a consultant or through collected information, the Board decided not to pursue either option.

9. Student Association Reports

It was moved by Tom Behroози and seconded by Rick Sterne that the MSA (Mohawk Students' Association) Report, the SAC (Students' Athletics Committee) Report, the MCACES (Mohawk College Association of Continuing Education Students) Report and the MCAA (Mohawk College Alumni Association) Report be accepted for information. Carried unanimously. **(MOTION 347.O.9)**

10. Open Question Period

10.1 Grand Valley Educational Society

Rick Sterne stated that he serves on the Grand Valley Education Society fundraising committee and they have made a commitment to raise \$250,000 for the Brantford Campus Student Lounge and some donations have already been received.

11. New Business Including Notices of Motions

No report.

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

The next meeting of the Mohawk College Board of Governors is scheduled for Wednesday, December 11, 2002. The Open Portion meeting will begin at 6:00 p.m. in the Board Room, C111B, Fennell Campus, Mohawk College. A buffet dinner will be available from 4:30 to 6:00 p.m. in the Faculty/Staff Dining Room.

13. Adjournment

It was moved and seconded that the Open Portion of the Board of Governors meeting adjourn at 8:02 p.m. Carried unanimously. **(MOTION 347.O.13)**