

MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY
BOARD OF GOVERNORS' MEETING
(356th Meeting)

BOARD ROOM, C111B, FENNEL CAMPUS, MOHAWK COLLEGE
Wednesday, November 12, 2003

ATTENDANCE
OPEN PORTION

Board of Governors

Bronko Jazvac, Acting Chair
Bryan Adamczyk
Tom Behroozi
Gaspere Bonomo
Linda Brown
Cal Haddad, President
Trent Jarvis
Carolyn Johnson
Sharon Lax
April Nederlof
Cindy Swanson
Martin van Zon
Kathy Verspagen

Absent

Gary Beveridge
Shawn Chamberlin
Brenda Davis
Allan Greve
Brendan Ryan
Rick Sterne

Observers

Greg Cormier, Chair, Mohawk College Council
Fred Deys, Faculty (President, Local 240)
Krysia Iwanek, President, Mohawk College Alumni Association
Jady Klyve, Student (President, MCACES)
Tansy Ko, Student (President, MSA)
Kyle Smith, Student (President, SAC)

Vice-Presidents/Deans/Directors

Doug Baker, Dean, Brantford & Applied Arts
Alan Clay, Director, Marketing & Public Relations
Joanne Echlin, Director, Human Resources
Shelagh Gill, Vice President, Academic
Carolyn Gray, Vice President, Student and Community Services
Michelle Harkness, Director, Student Life & Ancillary Services
Linda Marshall, Manager, Alumni & Corporate Services
Dick Raha, Vice President, Finance & Administration
Gene Stodolak, Interim Director, Co-operative Education & Student Employment

Guests

Tom Atterton, Past Board Chair & Member
Anna Gris, Chief Steward, Local 240

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BOARD OF GOVERNORS' MEETING

(356th Meeting)

BOARD ROOM, C111B, FENNEL CAMPUS MOHAWK COLLEGE

Wednesday, November 12, 2003, 6:00 p.m.

OPEN PORTION

The Board of Governors' Open Portion meeting was called to order at 6:10 p.m.

1. **Minutes of the 355th Meeting (October 8, 2003)**
It was moved by Carolyn Johnson and seconded by Linda Brown that the minutes of the 355th meeting (October 8, 2003) be approved. Carried unanimously. **(MOTION 356.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 **Fall Convocations**
The Chair commented on the excellent Fall Convocations and thanked the staff responsible for organizing the three events.
 - 3.2 **Mentors for New Governors**
The Chair advised the Board that selection of mentors for the new Governors will be finalized next week.
 - 3.3 **Final Board Meeting for President Cal Haddad**
The Chair thanked President Haddad for his 27 years of service to Mohawk College and acknowledged that this was Cal's last Board meeting.

CONSENT AGENDA

4. **Board Log**
Item 5 – the deadline for the Business Plan was changed to June 30, 2004 (from September 2003). The Chair requested that sufficient lead time be incorporated into the Business Plan and Strategic Plan schedule to allow ample opportunity for review and vetting of these documents by President West-Moynes, MEC and the Board prior to the deadline for their submission to the Ministry.

5. Reports/Minutes

5.1 Mohawk College Council, September 15, 2003 & October 20, 2003

5.2 Occupational Health & Safety Committee - Fennell Campus, September 24, 2003

In response to a question from Kathy Verspagen, Dick Raha confirmed that the Disaster Plan had not been reviewed since 1996 although it is updated every six months. Dick explained that, with the reorganization of the Physical Plant area, it is expected that the Disaster Plan will be reviewed in the near future.

5.3 Program Review Committee, October 27, 2003

5.4 Mohawk College Report, November 2003

6. Student Association Reports

It was moved by Trent Jarvis 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 356.O.4-6)**

DISCUSSION/DECISION AGENDA

(For items moved from the Consent Agenda.)

No items were moved from the Consent Agenda.

REGULAR AGENDA

7. Business Arising from the Minutes

7.1 New & Revised Board Bylaws

The new and revised Board bylaws were reviewed by Tom Atterton in the 5 to 6 p.m. portion of the meeting and will be discussed at the December 10, 2003 Board meeting.

7.2 Board Committees for 2003/2004

The list of Board Committees for 2003/2004 was distributed for information.

It was moved by Tom Behroozi and seconded by Martin van Zon that:

The number of Governors on the Finance Committee (other than the Chair of the Board, the Chair of the Audit & Operational Review Committee and the College President) for 2003/2004 be increased to five Governors (from four).

The Audit & Operational Review Committee terms of reference, under membership, be amended to include the following statement: "The Governance Committee can, at its discretion, recommend a greater number of Board members to serve on the Committee."

The number of external Governors on the Audit & Operational Review Committee, for 2003/2004 be increased to five (from four).

Carried unanimously. **(MOTION 356.O.7.2)**

8. Committee Reports

No reports were received.

9. President's Report

9.1 "X" Centre Status Report

The President reported that the "X" Centre is partially scheduled and will be fully scheduled by the Winter Semester.

9.2 Health, Safety and Environmental Issues Report

No issues to report.

9.3 Signing Officers of Mohawk College (as of December 1, 2003)

It was moved by Kathy Verspagen and seconded by Tom Behroozi that the signing officers of Mohawk College, effective December 1, 2003, be approved. Carried unanimously. **(MOTION 356.O.9.3)**

9.4 Program Proposals:

General Arts & Science Certificate Program

It was moved by Cal Haddad and seconded by Carolyn Johnson that the General Arts & Science Certificate program in Continuing Education be approved to replace the Liberal Arts Certificate for both Continuing Education and Post Secondary students. Carried unanimously. **(MOTION 356.O.9.4)**

9.5 Fundraising Update

The President reported that the fundraising goal has been set at \$15 million and 26% of the goal has been received with over \$10 million in "asks" logged. The goal for the family campaign was set at \$150,000 and \$140,000 has been received.

9.6 Other Business

9.6.1 MSA Student Centre Lease

The President stated that this matter will be discussed at the December 2003 Board meeting.

9.6.2 Remembrance Day Ceremony

The President commented on the excellent Remembrance Day ceremony held at the Fennell Campus on November 11, 2003 and thanked Michelle Harkness and her staff for organizing the event.

10. Long Range Strategic Planning

The President advised the Board that a request has been sent to the Assistant Deputy Minister of Training, Colleges and Universities, asking for an extension of the deadline for submission of the College's Strategic Plan to June 30, 2004 (from December 31, 2003) in order to provide President West-Moynes with the opportunity to review and provide input to the Plan (see comment under item 4).

11. Verbal Updates

- **Report on Presidential Performance Evaluation Ad Hoc Committee**
Bronko Jazvac, Chair of the Presidential Performance Evaluation Ad Hoc Committee, asked for volunteers from the Board to serve on this committee. Currently the Committee consists of Bronko Jazvac, Allan Greve and resource member, Joanne Echlin, Director of Human Resources. Gaspare Bonomo, Sharon Lax and Martin van Zon volunteered to serve on the Committee.

Governors wishing to suggest the name of a consultant to receive the Request for Proposal were asked to forward the name to the Board Secretary by November 14, 2003.

- **Mohawk College Council**
- **MSA**
- **SAC**
- **MCACES**
- **Mohawk College Alumni Association**
Verbal updates were received.

12. Questions of the Day

Sharon Lax and other Governors expressed concern that greater efforts are not being made to highlight Mohawk College in the media (in the Hamilton Spectator, the Brantford Expositor and the Brabant Newspapers). As a result of this discussion, this item will be placed on the Board Log and a media action plan will be prepared and presented to the Board at the December 2003 meeting.

13. New Business (Including Notices of Motions)

No items of new business were reported.

14. Next Meeting Date – December 10, 2003

The next meeting of the Mohawk College Board of Governors is scheduled for Wednesday, December 10, 2003 starting at 6:15 p.m. in the Board Room, C111B, Fennell Campus.

15. Adjournment

The Board of Governors' Open Portion meeting adjourned at 7:10 p.m.