

MOHAWK

COLLEGE OF APPLIED ARTS AND TECHNOLOGY

BOARD OF GOVERNORS' MEETING
(374th Meeting)
BRANTFORD CAMPUS, ROOM B103/B105, MOHAWK COLLEGE
411 Elgin Street, Brantford
Wednesday, October 12, 2005

ATTENDANCE
OPEN PORTION

Board of Governors

Bronko Jazvac, Chair
Gary Beveridge, Vice Chair
Gaspere Bonomo
Shawn Chamberlin
Brenda Davis
Allan Greve
Trent Jarvis
Carolyn Johnson
Pat MacDonald
Pat McKay
Brian Mullan
Colin Osborne
Brendan Ryan
Cindy Swanson
MaryLynn West-Moynes, President
Lacey Williams

Absent

Bryan Adamczyk
Sharon Lax
Martin van Zon

Observers

Suzanne Clancy, Faculty (Vice President, Local 240)
Anthony D'Alessandro, Chair, Mohawk College Council
Fred Deys, Faculty (President, Local 240)
John Guilfoyle, Administration (President, Mohawk College Administrative Staff Association)
Karen Logan, President, Mohawk College Association for Continuing Education Students
John Pooler, Support Staff (President, Local 241)
Debra Veldstra, Brantford Campus Director, Mohawk Students Association

Vice-Presidents/Executive Deans/Directors

Paul Armstrong, College Lead, President's Council on Quality Performance
Doug Baker, Executive Dean, Brantford & Applied Arts
Don Burroughs, Executive Dean, Continuing Education
Peter Dietsche, Vice President, Research, Commercialization & Institutional Quality
Catherine Drea, Vice President, Student and Learning Services
Joanne Echlin, Vice President, Staff Services
Carolyn Gray, Vice President, Community Services and Economic Development
Ronald Holgerson, Executive Director, Marketing & Communications
Cheryl Jensen, Executive Dean, Engineering Technology
Jackie Jones, Director, Development/Awards

Rosemary Knechtel, Executive Dean, Health Sciences & Human Services

Dick Raha, Vice President, Finance and Administration

John Schaeffer, Director, Skills Development, Brantford

Dale Schenk, Executive Dean, Business

Jo-Anne Westerby, Acting Executive Director, IT

Guests

Heather Giardine, Professor, Language Studies

Anna Gris, Chief Steward, Local 240

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OPEN PORTION

1. CALL TO ORDER

The Mohawk College Board of Governors' Open Portion meeting was called to order at 6:07 p.m.

2. INTRODUCTION OF GUESTS

The Chair thanked Doug Baker, Executive Dean, Brantford and Applied Arts, for hosting the Board meeting at the Brantford Campus. The Chair welcomed Brian Mullan and Colin Osborne to their first Board meeting. Introductions for all in attendance took place.

3. ADDITIONS/DELETIONS TO THE AGENDA

Item 8.1 was added to the agenda (from the Closed Portion agenda).

4. 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 conflicts were declared.

5. PRESENTATIONS

No presentations were made.

6. APPROVAL OF PREVIOUS MINUTES

6.1 Minutes of the 373rd Open Portion Board Meeting (September 14, 2005)

It was moved by Cindy Swanson and seconded by Brenda Davis that the Board of Governors approve the minutes of the 373rd Open Portion Board meeting of September 14, 2005. Carried.
(MOTION 374.O.6.1)

7. ACTION ARISING FROM THE PREVIOUS MINUTES

There were no action items arising from the previous minutes.

8. DECISION ITEMS

8.1 Board Policy Manual

The Board Policy Manual, composed of the following documents, was discussed.

- Summary of General Principles and Strategies Guiding the Revision of Board Policies
- Introduction
- Meta Policy
- Category A Policies
- Category B Policies (B03 Revised)
- Category C Policies
- Category D Policies (D05 & D06 Revised)
- Acknowledgements
- Attachments
- Policy Review and Monitoring Process and Schedule (New)

Allan Greve, Chair of the Board Policy Ad Hoc Committee, explained that the Committee (composed of Gary Beveridge, Brenda Davis, Sharon Lax and MaryLynn West-Moynes) reviewed

the Board policy documents over the spring and summer and recommend them to the Board for approval.

Brendan Ryan commented on the amount of work required by the Committee to complete the task of developing the Board Policy Manual. He mentioned that item 7 and 9 of Board Policy B09 appeared to be in conflict.

It was moved by Allan Greve and seconded by Brian Mullan that the Board of Governors approve the Policy documents in principle for use over the following year, with the adoption of an aggressive review process at the end of the 12 month period. Carried. **(MOTION 374.O.8.1)**

By-Law Amendments

It was moved by Allan Greve and seconded by Pat MacDonald that the Board of Governors table the By-Law amendments, resulting from the approval of the Policy documents, for discussion and approval at the June 21, 2005 Annual General Meeting of the Board. Carried. **(MOTION 374.O.8.2)**

The Board Chair thanked the Policy Committee members for their efforts in developing the Board Policy manual.

9. BOARD REPORTS (CONSENT CALENDAR)

9.1 Board Log

9.2 Mohawk College Report

9.3 Student Reports (MSA, SAC, MCACES, Alumni)

9.4 Mohawk College Council, June 13, 2005

Consent items 9.1, 9.2, 9.3 and 9.4 were presented for information.

10. ACKNOWLEDGEMENTS AND REPORTS

There were no items to report under this item.

11. INTERIM FINANCIAL/STAFFING/OCCUPATIONAL HEALTH & SAFETY REPORTS

11.1 Accident/Injury Report

The President noted that the Accident/Injury Report for this month covered a 12 month period whereas the September report covered a 15 month period. From now on a 12 month cycle will be used. The Accident/Injury Report was presented for information.

11.2 Staffing Report

The Staffing Report was presented for information.

11.3 Cumulative Revenue & Expenditure Report

The Cumulative Revenue & Expenditure Report was presented for information.

12. COMMUNITY INFORMATION – COMMENTS & QUESTIONS

12.1 Members Comments

“Mohawk Cares” wristbands, in support of Hurricane Katrina victims, were made available to the Board members (\$2 each).

13. DISCUSSION ITEMS

13.1 Advocacy Update

Ronald Holgerson provided an Advocacy Update in preparation for the November Board Strategic Advance at which time a more in depth discussion on Advocacy will take place. As a result of the discussions at the Board Advance, the Advocacy Strategy and Goals will come back to the Board in December 2005.

The President provided a brief update on the STARRT proposal. All four location options are still being explored and funding continues to be pursued.

In answer to Trent Jarvis' question, the President stated that the government has not indicated an interest to consolidate the campuses.

In answer to Allan Greve's question, the President stated that it is expected that there will be a need to train 7,000 additional apprenticeship students over the next five years in Ontario. Mohawk trains over 10% of the apprentices now and the challenge to Mohawk will be that we currently do not have the space to train any additional apprenticeship students. Three 90-seat portables have recently been located at the Stoney Creek Campus.

13.2 KPI Strategy Report

Catherine Drea provided the 2005-2007 Key Performance Indicator Improvement Planning report.

The President explained that the College receives funding for 3 of the 5 KPIs (Graduate Employment Rate/Graduate Satisfaction Rate and Employer Satisfaction Rate). It is estimated that our KPI funding will be approximately \$45,000 less than the funds received in 2004/2005 mainly due to a drop (0.8%) in our Employer Satisfaction rate. The more important KPI rating, however, is the Student Satisfaction category.

For the benefit of the new Governors, the President explained that 18 months ago a review was launched of Mohawk's KPI results to discover the top bottom programs. The review revealed that 40 of the 84 clustered programs were below the system average and the task now is to create a serious recognition of the importance of student satisfaction, identification and implementation of improvement strategies.

13.3 2005/2006 Operational Plan Report

The 2005/2006 Operational Plan Report was provided for information.

14. REPORT OF THE PRESIDENT

14.1 Water Damage – J. Wing

The President reported that, as a result of a failed air quality inspection, a section of the ground floor in J Wing had to be closed due to the flooding which occurred as a result of the storm on August 19, 2005. Repairs are underway and expected to be completed by mid November.

14.2 Convocation Changes

Catherine Drea outlined some changes in the upcoming Fall Convocations. The changes have been made to reduce the length of the convocations. Another change being considered is moving to a larger location in order to graduate more than 200 students at a time.

Brendan Ryan requested we reconsider the decision not to read the citations for medal winners. The President indicated the changes were all to be reviewed after this Convocation and anticipates further adjustments.

14.3 Internal Communications Project

Ronald Holgerson informed the Board that Linda Basso, Internal Communications Co-ordinator, will be meeting with approximately 300 staff from all employee groups at all campus locations to gather their opinions on internal communications. The responses will be compiled into a report for the President's Council on Quality Performance.

14.4 Report on School/College/Work Initiative Proposals

The report on the two School/College Work initiative proposals was received for information:

- Golden Horseshoe
- Grand River Region

Further to a comment from Brenda Davis, the President asked Doug Baker to discuss with the Steering Committee how to involve the Six Nations as a partner in the Grand River Region proposal.

14.5 Banner Progress

Jo-Anne Westerby provided a Banner progress report.

- 80% of first year students registered seamlessly on line without problem, the 20% of those students who could not register on line were referred to one-stop shopping for a solution.
- 33% of CE students registered on line.
- Mocomotion currently has 64,000+ active accounts.
- The system is very stable and response time is good.
- We are working on moving out of project mode and into stabilization mode.
- Work continues on an ongoing log of problems, upgrades, etc.

14.6 Support Staff Vote

The President reported that the Support Staff offer was ratified. She stated that serious work needs to take place to let the Support Staff know that they are appreciated system-wide. Mohawk continues to work on this through the President's Quality Council.

14.7 Life Long Learning Celebration

The President's reception for Life Long Learning Week 2005 took place on September 22, 2005.

14.8 myhamilton.ca Launch

The VIP reception for *myhamilton.ca* took place on September 21, 2005.

14.9 Committee of Presidents' Strategic Planning Meeting

The College hosted a dinner for the Committee of Presidents during their annual strategic planning meeting on September 26, 2005 with four local politicians attending.

14.10 Hamilton Spectator Editorial Board

The President reported that she hosted the Hamilton Spectator Editorial Board at a luncheon on October 5, 2005.

14.11 Show Me The Money 50/50 Lottery

Bronko Jazvac was one of the winners in the first draw for the *Show Me The Money 50/50* lottery.

15. REPORT OF THE CHAIR

15.1 ACAATO General Assembly, October 12, 2005

The Chair spoke about the issues discussed at today's ACAATO General Assembly (attended by Board Chairs and Presidents). The Deputy Minister spoke about college funding - \$6.2 billion over 5 years and \$130 million in 2005/2006. There are 3 funding areas: advancing quality, supporting excellence and change. Traditionally colleges have received a 33% share and universities have received 67%. This year colleges will receive a 30% share and universities will receive 70%. Len Crispino, President and CEO of the Ontario Chamber of Commerce spoke on the topic of "Taking Action on Skilled Trades".

In answer to Brendan Ryan's question, the President stated that no discussion took place at the General Assembly about ending the tuition freeze but the Minister has been holding discussion groups at which he has stated that it will be lifted.

The Board supported the sending of a letter to the Prime Minister jointly signed by the Board Chair and the President encouraging the government to increase their contribution to post secondary education in Ontario in an effort to narrow the gap between what Ontario taxpayers contribute to federal coffers and what Canada invests in Ontario.

16. INFORMATION ITEMS

16.1 Board Chairs & Vice Chairs Annual Workshop Report

The Chair stated that the Board Chairs & Vice Chairs Annual Workshop Report provides good information in preparation for the Board Strategic Advance.

16.2 ACAATO Accountability Framework and Balanced Scorecard

The ACAATO Accountability Framework and Balanced Scorecard report was provided for information.

16.3 NeighbOURhood 05 Report

The NeighbOURhood 05 Report was provided for information. The President commended Carolyn Gray for her efforts in handling a difficult neighbourhood situation for the College.

17. UPCOMING MEETINGS

17.1 Fall Convocations, McIntyre Theatre, Fennell Campus:

October 13, 2005, 2:30 p.m.

October 14, 2005, 2:30 p.m. & 7:30 p.m. (Continuing Education)

17.2 Launch of Mohawk's Active Citizenship Course, October 25, 2005, 10:30 a.m.

17.3 Program Development & Renewal Committee, October 26, 2005

17.4 Finance Committee & Audit Committee, October 31, 2005

17.5 Hamilton District School Board Pathways Project, November 7, 2005

17.6 Advisory Committee Chairs Breakfast, November 10, 2005

The events listed in items 17.1, 17.2, 17.3, 17.4, 17.5 and 17.6 are provided for the Board's information.

17.7 Next Board Meeting

The next Open Portion meeting of the Mohawk College Board of Governors will be held on Wednesday, November 9, 2005 starting at 6:00 p.m. in the Staff Lounge, Fennell Campus.

18. ADJOURNMENT/MOTION TO GO IN CAMERA

It was moved by Gary Beveridge and seconded by Allan Greve that the Open Portion meeting adjourn at 7:40 p.m. and the in camera (Closed Portion) meeting commence in approximately 10 minutes. Carried (**MOTION 374.O.18**).