

**MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**BOARD OF GOVERNORS' MEETING**  
**(337<sup>th</sup> Meeting)**

**BOARD ROOM, C111B, FENNEL CAMPUS, MOHAWK COLLEGE**  
**Wednesday, September 12, 2001**

**ATTENDANCE**  
**OPEN PORTION**

**Board of Governors**

Tom Atterton, Acting Chair  
Tom Behroozi  
Gary Beveridge  
Shawn Chamberlin  
Cal Haddad, President  
Bronko Jazvac  
Rick Knowles  
Jim Koyanagi  
Ken Krakar  
Linda Rogers  
Rick Sterne  
Cindy Swanson  
Kathy Verspagen

**Absent**

Linda Brown  
Rebecca Jamieson

**Observers**

Dorleen Allen, Faculty  
Chris Blackwood, Chair, Mohawk College Council  
Gaspere Bonomo, Faculty  
Fred Deys, Faculty (President, Local 240)  
Nathan Fehrman, Student (President, MSA)  
John Guilfoyle, Administration (President, MCASA)  
Kryisia Iwanek, Mohawk College Alumni Association  
John Pooler, Support Staff (President, Local 241)  
Beth Sanders, Student (President, SAC)

**Vice-Presidents/Deans/Directors**

**Alan Clay, Director, Marketing & Public Relations**

**Shelagh Gill, Vice President, Academic**

**Brian Goodman, A/Vice President, Student Affairs**

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

**Rosemary Knechtel, Dean, Health Sciences & Human Services**

**Brenda McQuaid, Director, Advancement**

**Catherine Peterson, Director, Purchasing & Financial Planning**

**Dick Raha, A/Vice President, Finance & Administration**

**Guests**

**Betty Chou, Vice Chair, Mohawk College Council**

**Suzanne Clancy, Vice President, Local 240**

**MOHAWK COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**BOARD OF GOVERNORS' MEETING**  
**337<sup>th</sup> Meeting)**

**BOARD ROOM, C11B, FENNEL CAMPUS, MOHAWK COLLEGE**  
**Wednesday, September 12, 2001, 6:45 p.m.**

**OPEN PORTION**

The Open Portion of the Board of Governors' meeting was called to order at 7:05 p.m.

**1. Minutes of the 336<sup>th</sup> Meeting**

The Board expressed their condolences on the death of Linda Brown's father. Tom Atterton chaired the meeting in Linda's absence.

It was moved by Rick Sterne and seconded by Shawn Chamberlin that the minutes of the 336<sup>th</sup> meeting be approved. Carried unanimously.  
**(MOTION 337.O.1)**

**Minutes of the Annual General Meeting, June 13, 2001**

The minutes of the June 13, 2001 Annual General Meeting were received. They will be brought to the June 2002 Annual General Meeting for approval.

**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. Tom Atterton declared a potential conflict with respect to item 6.4. Rick Sterne will chair the meeting for discussion of item 6.4.

**3. Business Arising from the Minutes**

No report.

**4. Chair's Remarks**

**4.1 Crisis in the United States**

The Chair asked for a moment of silence for the victims of the September 11<sup>th</sup> tragedy in the United States.

**4.2 Welcome**

The Chair welcomed the new members of the Board: Gary Beveridge, Bronko Jazvac, Ken Krakar, Cindy Swanson and Kathy Verspagen.

The Chair congratulated the following staff members on their acting appointments: Brian Goodman, Acting Vice President, Student Affairs, Carolyn Gray, Acting Vice President, Continuing Education and Business Development and Dick Raha, Acting Vice President, Finance & Administration.

The Chair thanked the following former staff members for their service to the College: Monique Arbour, former Vice President, Finance & Administration, Anne Hemsworth, former Vice President, Continuing Education & Business Development and Steve Evans, former Director of Human Resources.

#### **4.3 President – Cal Haddad**

The Chair stated that the Board wished to clarify that Cal Haddad has been appointed as the President of Mohawk College. He will be referred to as President which reflects the role he has taken on and the confidence which the Board has in him. He will, therefore, not be referred to as interim or acting President.

#### **Ontario Council of Regents' Code of Ethics, Code of Conduct and Conflict of Interest Policy**

It was moved by Rick Sterne and seconded by Tom Behroozi that the Ontario Council of Regents' Code of Ethics, Code of Conduct and Conflict of Interest Policy be referred to Tom Atterton to review and determine if the Board should modify or adopt them as Board policies. Carried unanimously. **(MOTION 337.O.4.3)**

### **5. Board Committees' Reports**

#### **5.1 Occupational Health & Safety Committee Meetings: Fennell, April 11, 2001 & June 13, 2001 Student Residence, June 13, 2001, February 23, 2001 & November 7, 2000**

Rick Knowles pointed out that the action item with respect to fire alarms being a big problem (from the February 23, 2001 Student Residence minutes) was not reported on at the June 13, 2001 minutes. The President will ensure that the Board receives a report on this matter for the October Board meeting.

Cal Haddad stated that the Student Residence Safety Committee is for the employees who work at the Residence and not for the students living in the Residence.

In answer to Rick Knowles' question about the need for an Occupational Health and Safety Committee for the Student

Residence, the President will investigate this with the College lawyer to determine if this is a requirement and to determine the Board's liability in case of an accident or injury at the Residence.

It was moved by Cal Haddad and seconded by Tom Behroozi that the following Occupational Health & Safety Committee minutes be accepted for information:

- Fennell Campus, April 11 & June 13, 20001
- Student Residence, November 7, 2000, February 23 & June 13, 2001.

Carried unanimously. **(MOTION 337.O.5.1)**

**5.2 Labour Advisory Committee, June 6, 2001**

It was moved by Rick Sterne and seconded by Ken Krakar that the Labour Advisory Committee minutes of June 6, 2001 be accepted for information. Carried unanimously. **(MOTION 337.O.5.2)**

**5.3 Mohawk College Council, June 11, 2001**

Cal Haddad pointed out that the Mohawk College Council held their first orientation for new members on September 6, 2002 and it was very successful.

It was moved by Cal Haddad and seconded by Linda Rogers that the Mohawk College Council minutes of June 11, 2001 be accepted for information. Carried unanimously. **(MOTION 337.O.5.3)**

**5.4 Program Review Committee, June 25, 2001**

It was moved by Shawn Chamberlin and seconded by Jim Koyanagi that the Program Review Committee action notes of June 25, 2001 be approved. Carried unanimously. **(MOTION 337.O.5.4)**

**5.5 Program Review Caucus, June 25, 2001**

It was moved by Tom Behroozi and seconded by Cindy Swanson that the Program Review Caucus minutes of June 25, 2001 be approved. Carried unanimously. **(MOTION 337.O.5.5.1)**

Tom Atterton stated that the Status Report of Recommendations from the Program Reviews does not need to be received by the Board. The Board may decide to have this report received by the Program Review Committee instead of the Board. This matter will be discussed further in the future.

Shelagh Gill stated that this report will be distributed to all Managers and Chairs following this meeting.

It was moved by Ken Krakar and seconded by Gary Beveridge that the Recommendations from Program Reviews – Calendar Year 2000 – Status Report June 2001 be accepted for information. Carried unanimously. **(MOTION 337.O.5.5.2)**

It was moved by Rick Sterne and seconded by Shawn Chamberlin that the Seventeen Critical Performance Indicators (CPI's) for Program and Service Course Areas, effective October 2001, be approved. Carried unanimously. **(MOTION 337.O.5.5.3)**

#### **5.6 Program Review Calendar Year 2002 - Schedule**

It was moved by Cal Haddad and seconded by Jim Koyanagi that the schedule of Program Reviews for the calendar year 2002 be accepted for information. Carried unanimously. **(MOTION 337.O.5.6)**

### **6. President's Report**

#### **6.1 Written Report**

It was moved by Cal Haddad and seconded by Ken Krakar that the Written Report for September 2001 be accepted for information with the following changes:

- Title changed to Mohawk College Report (to reflect the source of the information)
- Check marks to be removed
- Report to be emailed to all Board members (it will continue to be emailed to all staff).

Carried unanimously. **(MOTION 337.O.6.1)**

#### **6.2 Advisory Committee Name Change from Municipal Planning & Development Advisory Committee to Urban and Regional Planning – G.I.S. Advisory Committee**

It was moved by Cal Haddad and seconded by Bronko Jazvac that the name of the Municipal Planning & Development Advisory Committee be changed to Urban and Regional Planning – G.I.S. Advisory Committee. Carried unanimously. **(MOTION 337.O.6.2)**

#### **6.3 Practical Nursing Program Modification Proposal (1 Year Certificate to 2 Year Diploma Program)**

The President will provide the Board with the cost implications of changing the Practical Nursing program from a 1 year certificate to a 2 year diploma program

It was moved by Cal Haddad and seconded by Cindy Swanson that the Practical Nursing Program modification proposal (from a 1 year

certificate to a 2 year diploma program) be approved. Carried unanimously. **(MOTION 337.O.6.3)**

Further to a question about space implications for the Practical Nursing program, Cal suggested that a presentation on space utilization be made to the Board in the future.

**6.4 Labour Studies in Occupational Health & Safety**

It was moved by Cal Haddad and seconded by Kathy Verspagen that the Labour Studies in Occupational Health & Safety Certificate Program be approved. Carried (Tom Atterton did not vote).

**(MOTION 337.O.6.4)**

**6.5 Webmaster Certificate Program**

It was moved by Cal Haddad and seconded by Shawn Chamberlin that the Webmaster Certificate Program be approved. Carried unanimously. **(MOTION 337.O.6.5)**

**6.6 Health, Safety and Environmental Issues Report**

The President had no Health, Safety and Environmental issues to report to the Board.

**6.7 Other Business**

**6.7.1 ECE Lab School**

The President reported that the ECE Lab School officially closed as of August 31, 2001. He attended an ECE community forum meeting on August 2, 2001 and a meeting with the ECE Advisory Committee on September 10, 2001. He assured the ECE Advisory Committee that the College intends to continue to run the ECE Program.

**6.7.2 CanWest Global Endowment**

Shelagh Gill, Vice President, Academic, referred to the CanWest Global \$1 million endowment (over 5 years), the proceeds of which will support capital equipment improvements in the Media Studies area. In recognition of the gift, the large television studio in the Media Studies area (to be named the Global Television Studio) and the mobile television studio van (to carry the CanWest logo and the Mohawk College logo) will be named at a dedication to take place on October 18, 2001 at 1:30 p.m.

**6.7.3 Cancellation of CE Courses in Brantford**

Carolyn Gray, A/Vice President, CE & Business Development, advised the Board that a Community

Committee has been established to look at enrollment issues in Brantford. She stated that it is not possible to hold spots for Brantford residents she has asked the CE Chairs to be generous in not canceling Brantford Campus classes with smaller numbers.

Rick Sterne thanked the Administration for responding to this concern which arose from the Brantford Chamber of Commerce Education Committee.

#### **6.7.4 Mohawk College Foundation**

The President reported that the Mohawk College Foundation will hold their Annual General Meeting on September 19, 2001. It is expected that the Foundation will continue in a dormant state until further discussion takes place at the Board level with respect to its future role.

#### **6.7.5 Associates Group**

The President reported that the Associates' Group will be revived with a reception to be planned for 2002.

#### **6.7.6 Fall Convocation & Theatre Naming Ceremony**

The Fall Convocations will be held on:

Friday, October 12, 2001, 7:00 p.m. – Continuing Education  
Saturday, October 13, 2001, 10 a.m. & 2:30 p.m.

The McIntyre Theatre Naming Ceremony, to be named for past President Keith L. McIntyre, will take place during the October 13<sup>th</sup>, 2:30 p.m. Convocation, with a reception (for Board members, family and invited guests) at 4 p.m. in the MCACES Lounge.

#### **6.7.7 New Post Secondary Calendars**

The Board members received copies of the new post secondary calendars. The President reported that, as a result of the marketing campaign, the first year enrollment has increased by 4-5% over last year.

### **7. Student Association Reports**

It was moved by Tom Behroozi and seconded by Ken Krakar 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 337.O.7)**



**8. New Business Including Notices of Motions**

No report.

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

The next meeting of the Mohawk College Board of Governors is scheduled for Wednesday, October 10, 2001, 6:45 p.m. in the Board Room, C111B, Fennell Campus, Mohawk College.

**10. Adjournment**

It was moved and seconded that the Open Portion of the Board of Governors' meeting be adjourned at 8:25 p.m. Carried unanimously.  
**(MOTION 337.O.10)**